

APPLICATION FORM

Please print clearly in black ink and BLOCK CAPITALS

Applicant No.	<i>For Official use only</i>
UCAS Course code	
Programme code	
Pathway	Pathway point

1. PERSONAL

Family name	First name(s)
Previous family name	Title (Mr/Mrs/Miss/Ms etc)
Date of birth (dd/mm/yy)	Male Female
Correspondence address	Home address (if different)
Postcode	Postcode
Country	Country
Tel No	Tel No
Mobile	Mobile
Email	Email

Global Opportunities,
HS-27, 2nd Floor, Kailash Colony Main Market,
New Delhi-110048
Ph: 91-29237795, 29247796, 32427795
Fax: 91-11-41632038
Email: helpdesk@global-opportunities.net

2. COURSE(S) APPLIED FOR

Details of course(s) to which you wish to apply, in order of preference.

First Choice of course:				
<i>Associate College Campus (if applicable)</i>				Year of entry
Mode of study:	Full-time	Part-time	Distance	
Level of study:	Undergraduate	Postgraduate (Taught)	Research	NVQs
Starting date:	Month	Year		
Nursing branch <i>(If applying for nursing, please state preferred branch)</i>				
Second Choice of course:				
<i>Associate College Campus (if applicable)</i>				Year of entry
Mode of study:	Full-time	Part-time	Distance	
Level of study:	Undergraduate	Postgraduate (Taught)	Research	NVQs
Starting date:	Month	Year		
Nursing branch <i>(If applying for nursing, please state preferred branch)</i>				

OFFICE USE – Academic Decision

Course title	<input type="checkbox"/> Unconditional <input type="checkbox"/> Conditional <input type="checkbox"/> Reject		
Conditions	Signed	Date	

3. FINANCE AND FEE STATUS

All students offered registration will be asked to supply details of their financial position, letters of guarantee from sponsors etc, to ensure that they can complete the course without financial hardship.

Who will be paying your fees?	LEA	CDL	Socrates / Erasmus/Franchise	Self	NHS
	Employer – please give details				
	Other – please give details				
Nationality (if dual give both)	Country of birth				
Country of permanent residence (if UK, give County/Borough)					
Entry date to UK day/month/year					
Please give details of any scholarship/grant application, giving name, value and duration	Already awarded	Application made			

4. DECLARATION OF CRIMINAL RECORD

To help the University reduce the risk of harm or injury to their students caused by the criminal behaviour of other students, they must know about any relevant criminal convictions that an applicant has.

Relevant criminal convictions are only those convictions for offences against the person, whether of a violent or a sexual nature, and convictions for offences involving unlawfully supplying controlled drugs or substances where the conviction concerns commercial drug dealing or trafficking. Convictions that are spent (as defined by the Rehabilitation of Offenders Act 1974) are not considered to be relevant and you should not reveal them (but see next paragraph).

If you are applying for courses in teaching, health, social work and courses involving work with children or vulnerable adults, you must tell us about any criminal convictions. Including spent sentences and cautions (including verbal cautions) and bind-over orders. If you are offered a place on one of these courses, and before you commence your studies, you will need an 'Enhanced Disclosure Document' from the Criminal Records Bureau. The University will provide you with the information on how to do this.

Courses in teaching, health, social work and courses involving work with children or vulnerable adults.

For these courses, you must answer 'Yes' if any of the following statements apply to you.

- I have a criminal conviction.
- I have a spent criminal conviction.
- I have a caution (including a verbal caution).
- I have a bind-over order.
- I am serving a prison sentence for a criminal conviction.

If statement e) applies to you, you must also give the prison address as your postal address on page 1 of your application and a senior prison officer must support your application.

All other courses

For those course you must answer 'Yes' if any of the following statements apply to you.

- I have a relevant criminal conviction that is not spent.
- I am serving a prison sentence for a relevant criminal conviction.

If statement b) applies to you, you must also give the prison address as your postal address on page 1 of your application and a senior prison officer must support your application. Convictions that are spent (as defined by the Rehabilitation of Offenders Act 1974) are not considered to be relevant and you should not reveal them.

Please indicate if you have a relevant criminal conviction by ticking in the box

Yes

Applicants who answer 'Yes' will not be automatically excluded from the application process. However, the University may ask for more information before making a decision.

If you are convicted of a relevant criminal offence after you have applied, you must tell us. Do not send details of the offence; simply tell us that you have a relevant criminal conviction. The University may then ask you for more details.

5. HAVE YOU EVER STUDIED PREVIOUSLY IN THE UK?

Yes No At which School/College/University

If you have been a student at the University of Hertfordshire or one of its associate colleges before, please give registration number.

Attended from (dd/mm/yy) _____ to _____

How did you hear about this University?

And this course?

6. PREVIOUS AND PRESENT EDUCATION

Please list details of all institutions attended since age 11.

Name and address of institution	From (mm/yy)	To (mm/yy)	

7. ACADEMIC QUALIFICATIONS - EXAMINATIONS ACHIEVED

Please list all qualifications taken, whatever the result, in chronological order.

Documentary evidence of known results should be sent with this form. Only certified photocopies are acceptable.

Exam Date (mm/yy)	Awarding body	Subject	Qualification	Results achieved (Grades, bands or GAP)

8. ACADEMIC QUALIFICATIONS - EXAMINATIONS PENDING

Complete this section ONLY if you are awaiting the result of any examination taken recently.

Exam Date (mm/yy)	Awarding body	Subject	Qualification

9. ENGLISH LANGUAGE *(for overseas applicants)*

Entry is conditional on the attainment of the required proficiency in the English Language (see prospectus).

Were any of the previous qualifications taught in English? Yes No

If yes, which

Please give full details, including dates, of any English tests taken/to be taken:

Level	Where studied	University/College/Awarding Body	Date taken (mm/yy)	Results

10. WORK EXPERIENCE

Please give details of work experience, training and employment.

Dates from (mm/yy)	Dates to (mm/yy)	FT/PT	Post held	Organisation name and address	Brief description of duties

(If necessary continue on a separate sheet)

11. FURTHER INFORMATION

Please provide any information you feel would support your application.

(if the space is not adequate please continue on a separate sheet)

12. REFERENCES

Referee 1

Referee 2

Name:

Name:

Address:

Address:

Postcode:

Postcode:

Tel:

Tel:

Fax:

Fax:

Email:

Email:

Capacity in which applicant
is known to the Referee:

Capacity in which applicant
is known to the Referee:

For how long:

For how long:

Please note, references should not be provided by close family members or friends

13. DISABILITIES/SPECIAL NEEDS

Please tick the appropriate box(es) and in the space at the bottom of this section indicate any additional support or facilities that you may need at the University. This information will initially be passed to the Faculty Disabled Students Co-ordinators who support applicants through the admissions process

No known disability	0	
Specific Learning Difficulty (e.g. Dyslexia)	1	
Blind/partially sighted	2	
Deaf/have a hearing impairment	3	
Wheelchair user/mobility difficulties	4	
Autistic Spectrum Disorder or Asperger Syndrome	T	
Mental health difficulties	6	
Unseen disability eg diabetes, epilepsy, asthma or a heart condition	7	
Two or more of the above disabilities/special needs	8	
A disability not listed above	9	
I am in receipt of the Disabled Students' Allowance	Yes	No
I am applying for or intend to apply for the Disabled Students' Allowance	Yes	No

Please detail below any additional support or facilities you may need.

DECLARATION

I confirm that the information given on this form is true, complete and accurate and no information requested or other material information has been omitted.

Signed:

Date

Please return completed applications to:

The University Admissions Service, University of Hertfordshire, College Lane, Hatfield, Hertfordshire AL10 9AB

EQUAL OPPORTUNITIES MONITORING

In completing this form you are helping the University to monitor the fairness of its admissions processes and to ensure equal treatment for all applicants. This form will be separated from your application and will not be available to the Admissions Tutor. The information supplied will be recorded on our computer system during the application process and the form will be destroyed as confidential waste. Please tick the box/boxes that best describe you.

I am Female Male

My age today is under 18 18 - 21 22 - 24 25 - 29 30 - 39 40 or over

Please indicate your ethnicity by choosing one of (A) to (F) below and ticking the appropriate box.
(This classification is based on the Census 2001).

A White

British 11

Irish 12

Any other White background, please write in 19

D Mixed

White and Black Caribbean 41

White and Black African 42

White and Asian 43

Any other Mixed background, please write in 49

B Black or Black British

Caribbean 21

African 22

Any other Black background, please write in 29

E Chinese or other ethnic group

Chinese 34

Any other, please write in 80

C Asian or Asian British

Indian 31

Pakistani 32

Bangladeshi 33

Any other Asian background, please write in 39

F Information refused

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I indicated on my application that I have a disability.

Yes

No