Postgraduate Application Form

Apply online: Please note that you now have the option to apply online instead of using this paper application form. For details please see [www.nottingham.ac.uk/pgstudy/apply](http://www.nottingham.ac.uk/pgstudy/apply)

Please complete all questions in BLOCK CAPITALS in black ink and complete tick boxes as appropriate.

We also require you to submit two references in sealed envelopes and all other supporting documentation before your application can be considered.

### 1. Personal details

<table>
<thead>
<tr>
<th>Surname/Family name</th>
<th>Title (Mr/Mrs/Miss/Ms/Dr)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forenames</td>
<td>Date of Birth</td>
</tr>
<tr>
<td>Maiden name/Other names</td>
<td>Male ☐ Female ☐</td>
</tr>
<tr>
<td>Current address</td>
<td>Telephone number</td>
</tr>
<tr>
<td>Postcode From</td>
<td>Mobile number</td>
</tr>
<tr>
<td>E-mail address</td>
<td></td>
</tr>
</tbody>
</table>

Add permanent home address if different from above

<table>
<thead>
<tr>
<th>Postcode From</th>
<th>To</th>
<th>Mobile number</th>
<th>E-mail address</th>
</tr>
</thead>
</table>

### 2. Nationality and national residence details

<table>
<thead>
<tr>
<th>Nationality</th>
<th>Country of birth</th>
</tr>
</thead>
<tbody>
<tr>
<td>Country of permanent residence</td>
<td>(please state the country you are a permanent resident of, except for periods of temporary absence)</td>
</tr>
</tbody>
</table>

Have you or your parents been resident in the UK for the past three years? ☐ Yes ☐ No

If yes, was this solely for the purpose of education? ☐ Yes ☐ No

How do you intend to finance your studies? (Please tick as many as apply)

- ☐ Self
- ☐ Family
- ☐ Employer
- ☐ Sponsor
- ☐ Other

Please state

Is this funding fully confirmed? ☐ Yes ☐ No

For fee purposes do you think you are (tick one)

- ☐ UK
- ☐ European Union
- ☐ Channel Islands
- ☐ International/non-EU

Please look at this website for more information:

### 3. Course details
Please state the course title and qualification you are applying for.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th>Proposed start date</th>
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</thead>
<tbody>
<tr>
<td>☐ Full-time</td>
<td>☐ Part-time</td>
<td>☐ Distance learning (tick one)</td>
</tr>
</tbody>
</table>

### 4. Academic history
Please list all qualifications taken (regardless of whether this was successfully completed). Please start with the most recent.

**All applicants should enclose copies of official transcripts of their qualifications.**

Note: If you have not yet finished your qualification please enter the details and add N/A in the Qualification and class of degree box. Schools may not be able to make a decision on your application without at least a copy of your transcript or latest mark sheet. If you are completing a bachelors/masters degree, please include a list of modules you are taking in your final year.

International applicants requiring a Tier 4 student visa to study in the UK - please note that the information you provide here will be used to produce your Certificate of Acceptance to Study (CAS) if you are offered a place. Please ensure the information is completely accurate giving the correct title of your degree as it appears on your transcript and the full name of the institution. You must include details of all previous study in the UK regardless of whether this was successfully completed.

<table>
<thead>
<tr>
<th>Name and address of institution</th>
<th>Dates of attendance</th>
<th>Qualification and class of degree (if any) (give grade point average if applicable)</th>
<th>Principal subject(s) taken</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>From</td>
<td>To</td>
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<td>From</td>
<td>To</td>
<td></td>
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</tbody>
</table>

Other information relevant to your academic history:
5. English language qualification(s)

<table>
<thead>
<tr>
<th></th>
<th>Score</th>
<th>Date obtained</th>
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</thead>
<tbody>
<tr>
<td>IELTS</td>
<td></td>
<td></td>
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<tr>
<td>O level or GCSE</td>
<td></td>
<td></td>
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<tr>
<td>Other (please specify)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

5a. If English is not your first language please provide details of your English language qualifications with results obtained and the date you took the test or will be taking the test.

You must provide a copy of your English language test score report with your application.

6. References

Please give the names of your two referees. At least one should be from an academic member of staff at the institution where you gained your most advanced qualifications.

<table>
<thead>
<tr>
<th>Referee one</th>
<th>Referee two</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Name</td>
</tr>
<tr>
<td>Address</td>
<td>Address</td>
</tr>
<tr>
<td>Position</td>
<td>Position</td>
</tr>
<tr>
<td>Telephone number</td>
<td>Telephone number</td>
</tr>
<tr>
<td>E-mail address</td>
<td>E-mail address</td>
</tr>
</tbody>
</table>
7. Personal statement

(All applicants) Please use this space to summarise your academic interests and your reasons for choosing your intended course of study. You may continue on the back page if necessary.

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7a. For research applicants only

Please provide a brief outline of your proposed research topic or interests. If you have a detailed research proposal (not more than two pages) this may be attached. You should check the relevant school/department website regarding your specific guidelines on submitting your proposal: www.nottingham.ac.uk/departments

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Have you already made contact with a potential supervisor at Nottingham?  □ Yes  □ No

If yes, please give the name and school of the contact person at Nottingham:

Name:  School:
### 8. Career history

Please give details of relevant employment and/or professional experience. Please start with the most recent. Continue on the back page or enclose a CV if necessary.

<table>
<thead>
<tr>
<th>Dates</th>
<th>Nature of work and position held (please specify whether post was full or part-time)</th>
<th>Name and address of employer</th>
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</thead>
<tbody>
<tr>
<td>From</td>
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<td>From</td>
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<td>From</td>
<td>To</td>
<td></td>
</tr>
</tbody>
</table>

### 9. How did you learn about The University of Nottingham and its postgraduate programmes?

- [ ] Printed postgraduate prospectus
- [ ] School/department brochure
- [ ] The University of Nottingham website
- [ ] Tutor
- [ ] Personal recommendation
- [ ] Exhibition/Fair (UK) (please state which location this was in)  
- [ ] Exhibition/Fair (Overseas) (please state which country this was in)  
- [ ] British Council
- [ ] University of Nottingham event (please state which event you attended)  
- [ ] University agent
- [ ] Course listing website (eg prospects)  
- [ ] Advertisement in newspaper/journal (please name which journals)  
- [ ] Advertisement in directory (please name directory)  
- [ ] Other (please specify)  

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10. Disability, dyslexia or long-term medical condition

The University of Nottingham aims to provide an environment in which all of our students are able to participate fully in University life. In order to help us provide suitable support, please indicate whether you have a disability below. This will not affect judgements concerning your academic suitability for a course, and any information will be treated confidentially. This information will be made available to the University's Disability Services Department who can provide support to applicants and students.

- No disability
- You have a social/communication impairment such as Asperger's syndrome/other autistic spectrum disorder
- You are blind or have a serious visual impairment uncorrected by glasses
- You are deaf or have a serious hearing impairment
- You have a long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy
- You have a mental health condition, such as depression, schizophrenia or anxiety disorder
- You have a specific learning difficulty such as dyslexia, dyspraxia or AD(H)D
- You have physical impairment or mobility issues, such as difficulty using your arms or using a wheelchair or crutches
- You have a disability, impairment or medical condition that is not listed above
- You have two or more impairments and/or disabling medical conditions

Further details/details about a disability not listed above

11. Criminal convictions

Do you have any criminal convictions (excluding monitoring offences for which a fine and/or three penalty points were imposed)

- Yes
- No

Please check that your application is complete and that you have enclosed all the relevant documents

If your application is successful you will need to provide original or certified copies at registration.

- Transcript of studies
- Two references in signed and sealed envelopes
- English language test score report
  (if English is not your first language)
- Research proposal (if required)
- CV (optional)

Application Fee

Please note that The University of Nottingham charges an application fee for the majority of its taught masters courses. The fee is £40 for a paper application. We will contact you once we have received your completed application form to arrange payment.

Declaration

I certify that the information provided above is correct and I understand that the University will withdraw my application and any subsequent offers if any aspect is found to have been falsified.

In completing and submitting your application form, you will be providing the University of Nottingham with personal data, including in some cases sensitive personal data, as defined in the Data Protection Act 1998. The University will use this data for the purposes of processing your application and for other administrative purposes relating to your application. This personal data may also be shared with and used by third parties in connection with your application, for example in order to verify your identity, qualifications, work experience and other information that you provide. Some of these third parties may be located outside the UK (including outside the European Economic Area). By submitting your application, you will be deemed to be giving your consent to the processing and use of your personal data as set out in this paragraph.

For further information about how we will process your personal data please read:

Data Protection Statement: www.nottingham.ac.uk/go/dataprotectionstatement

Data Protection Policy: www.nottingham.ac.uk/go/dataprotectionpolicy

Signature: [Signature]

When completed please return to:
The Admissions Office, The University of Nottingham, Gatehouse Lodge, Wollaton Hall Drive, Derby Road, Nottingham, NG8 1AF, United Kingdom.

If you require this form in an alternative format, please contact us.

- t: +44 (0)115 951 5559
- e: alternativefortmats@nottingham.ac.uk