

Application Form for International Students



Personal Reference No: **H / O**

Please read the accompanying Notes for Guidance before completing this form

1. Personal details			
Title (Mr/Mrs/Miss/Ms/other) Your name, as stated on your passport (and in that order): Surname/Family Name First/Given Name(s)			
Home address		Correspondence address or Agency name and address	
Telephone No. (and international codes) Alternative Tel/Fax No. (and international codes) E-mail address		Telephone No. (and international codes) Alternative Tel/Fax No. (and international codes) E-mail address	
Sex M <input type="checkbox"/> F <input type="checkbox"/>		Date of Birth <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> / <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> (D D / M M / Y Y Y Y)	
Disabilities, special needs or medical conditions: (see Notes for Guidance)		<input type="text"/>	
2. Fee status details			
Country of Birth		Country of Residence	
Nationality			
Fee Payer Who is expected to pay your fees: (yourself, family member, employer, other)		Criminal convictions Do you have any criminal convictions Yes <input type="checkbox"/> (see Notes for Guidance) No <input type="checkbox"/>	
3. Course(s) applied for:			
Course Title (please include ELAN course if required)	Mode of study: full-time/flexible/block/ distance learning	Month and Year of entry	Stage eg: Year 1/ Year 2
4. English Language proficiency			
If English was the language of instruction in secondary school, high school or university, please state the number of years you studied in English and in which institution (s):			
If your first language is not English, have you taken or will you be taking any of the following tests:	Date Month Year	Score (please attach a copy of your results certificate with a certified English translation where necessary)	
International English Language Test (IELTS)			
American Test of English (TOEFL)			
Other, please specify			

5a. Formal studies and qualifications Please specify all formal qualifications, academic and professional, you currently have. Attach a certified copy of certificates and transcripts of all results, with a certified English translation where necessary.

Level/award (eg High School/ Bachelors)	Subject/Major	Start Date	End Date	Institution and place of study	Overall result/ grade

5b. Current studies Please specify any academic and/or professional qualifications for which you are currently studying

Level/award	Subject/Major	Institution and place of study	Completion date

5c. Additional training Please specify any courses of study or training, including in-company training, which did not result in a formal qualification.

Level/award	Subject/Major	Start Date	End Date	Institution and place of study

6a. Current employment details (if applicable)

Employer's name and business

Employer's address

Telephone No.

Your current position and start date

Brief descriptions of duties

6b. Work history (Please consult Notes for Guidance) Give details below of any work experience and employment. Continue on a separate sheet if necessary, or attach your CV/resumé.

Job title/Nature of work	Name of organisation	Full-time or Part-time	From Month	Year	To Month	Year

7. Your reasons for applying for the course, and how you think you will benefit

This section must be completed

8. How did you learn about the course(s) for which you are applying? (tick more than one box if appropriate)

Family ☐ Friend ☐ School/College/University ☐ Advertisement ☐
Website ☐ Exhibition ☐ British Council ☐ Educational agent ☐ Other ☐

9. Names and addresses in full of referees (Please consult Notes for Guidance and course literature and, if possible, attach references with the application). **Note: your Agent and members of your family cannot be referees.**

1.

2.

Telephone No.

Fax No.

E-mail address

Telephone No.

Fax No.

E-mail address

10. Declaration I confirm that, to the best of my knowledge, the information given in this form is correct and complete. I have read or had explained to me the instruction, in particular those regarding this section. I understand what they say and I agree to abide by the conditions set out there, which I accept as conditions of this application.

Applicant signatureDate

Where appropriate, name and signature of person who helped applicant complete the form

Name..... Signature Date

Confidential statement by referee

Name of referee

Post/occupation/relationship

Address

.....

.....

.....

Telephone No. (and international dialling codes) E-mail address Fax No. (and international dialling codes)

This form may be photocopied: please type or write in black ink within the frame. Typing is very much preferred. Please affix official stamp at the end of the statement.

Name of applicant (block capitals or type)

Section 5 checked as correct (if applicable)

YES / NO

Signed Date

Official Stamp

Please return your completed application to:

International Office

External Relations

University of Northumbria at Newcastle

Ellison Place

Newcastle upon Tyne NE1 8ST

United Kingdom

Checklist for applicant

The form is completed in full

The form is signed in full

Copies of certificates are enclosed

Copies of transcripts are enclosed

English language test results are enclosed

2 return address labels are enclosed

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