

**International Student Application Form****Postgraduate Programme**

- The form must be completed **by the applicant**. We will not be able to process this form if it has been **completed by an agent or representative of the applicant**
- You must use black ink and complete all sections in CAPITAL LETTERS
- **Please remember to include:**
 - copies of all transcripts and degree certificates
 - details of your English Language qualification
 - 2 academic references
 - copy of your current passport
- If you do not submit all the required documents with your application form **ASSESSMENT OF YOUR APPLICATION WILL BE DELAYED**
- The form must be posted, emailed or faxed to the Academic Registry office. See details given on page 5
- This application and the information supplied will be assessed in compliance with this University's Admission Policy and in accordance with the University's Sponsor requirements under Tier 4 of the UKBA Points Based System

Student Number (office use only)

Are you submitting your application through a recognised agent:

Yes Agent Name: _____No **Personal Details**

Surname/Family Name	Other Names (in full)	Title Mr/Mrs/Miss/ Ms
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Correspondence Address (From/...../..... To/...../.....) Please enter the dates _____ _____ _____ _____ Postcode: _____ Telephone No. (including area code): _____ Email address: _____	Permanent Home Address (if different to correspondence address) _____ _____ _____ _____ Postcode: _____ Telephone No. (including area code): _____ Email address: _____
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Nationality	Date of Birth date : month : year / /	Male/Female	First Language (if other than English)	Do you have a Disability/ Special Needs?*
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Do you have any criminal convictions? YES* NO

*If yes, please provide further details in writing on a separate sheet and attach it to your application

Exact Title of Course to which you are applying:	MBA <input type="checkbox"/> MPhil <input type="checkbox"/> MA <input type="checkbox"/> PhD <input type="checkbox"/> MSc <input type="checkbox"/>	Date of Entry	Level of entry Year 1 <input type="checkbox"/> Year 2 <input type="checkbox"/>
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Education Background

Please give details of your College/university education where you Studied Your 1st degree (or equivalent)

Name of College/University attended

Dates of Attendance:

Start Date: Month _____ Year _____ **Finish Date:** Month _____ Year _____

Title of Qualification(s) awarded:

Title: _____ Result: _____

Please give details of your College/University Education if you have studied a Higher Degree and/or Professional Qualification

Name of University attended

Dates of Attendance:

Start Date: Month _____ Year _____ **Finish Date:** Month _____ Year _____

Title of Qualification(s) awarded:

Title: _____ Result: _____

English Language Proficiency – applicable only if your first language is not English. Tick relevant boxes and provide appropriate paperwork with your application

IELTS:

Score: _____ Date of test:/...../.....

TOEFL: Paper/Computer/IBT (delete as appropriate)

Score: _____ Date of test:/...../.....

OTHER: (title) _____

Score: _____ Date of test:/...../.....

I have studied successfully in the medium of English previously. If you have studied previously in the medium of English you are required to provide confirmation of this from the school or college where you studied

Name of Institution:

Name of programme:

Country:

Academic References

Your application must include 2 academic references. Please attach the written references separately and provide the referees details in the box below.

Name:

Name:

Position:

Position:

Email address:

Email address:

Telephone number:

Telephone number:

Employment/Work History

Please complete the boxes below if you have worked since completing your education, or if you have carried out any work experience before coming to the UK

Job Title	Name of Company	FT/PT	From		To	
			Month	Year	Month	Year

If you are currently working what is your current occupation?

Immigration History

A. Will you be applying for an Adult General visa under Tier 4 of the PBS to study at Swansea Metropolitan University?

Yes No

B. Do you already have a visa to study in the UK?

Yes No

- If you have ticked yes, when was your current visa issued?/...../.....
- If you have ticked yes, when does your current visa expire?/...../.....

If you have answered 'yes' and have previously studied at an institution in the UK which is not Swansea Metropolitan University, please note the following:

If you made your current Tier 4 application on or after 5 October 2009 and you wish to switch Sponsors to Swansea Metropolitan University, you must make a new application for permission to stay in the UK under Tier 4. The application will need to be supported by a confirmation of acceptance for studies from this University. You will not be able to start your new course until UKBA have approved your new application.

If you made your current Tier 4 application before 5 October 2009, you must obtain permission from UKBA to switch sponsors to Swansea Metropolitan University. You must email MigrantReporting@ukba.gsi.gov.uk The email message must include details of the proposed change, including your details and the details of the course you are applying for. For further details regarding these rules please see the UKBA website at <http://www.ukba.homeoffice.gov.uk> ***Under the Heading Switching Sponsors***

C. Have you ever been refused a visa to study in the UK?

Yes No

If you have ticked yes please enter the date of refusal _____

D. Are you intending to bring dependants with you when you come to the UK?

Yes No

Reasons for Studying in the UK

Please tell us why you wish to study in the UK:

Please tell us why you have chosen to study at Swansea Metropolitan University:

Please tell us why you have decided to study the course you are applying for:

What do you intend to do once you have completed your course:

If the spaces above are not sufficient you may attach additional sheets to your application form

Finance

Before you send your application, please make sure that you meet the financial requirements of a General Adult student under Tier 4 of the Points Based System. If you are applying for a visa to study at this University, you will be required to show that you have one year's tuition fees in your bank account, and the maintenance requirement for studying outside London, which is currently £5,400. This money must be shown in your bank account for 28 days, and your bank statement must not be dated earlier than one month before the date of your visa application. If you are bringing dependants with you to the UK, you will have to show that you can support them financially while you are studying. Please note that this information is for guidance only. You must visit the UKBA website for full details.

- Will you be funding your own studies?

No

Yes Please confirm that you have sufficient funds to study and support yourself while in the UK, according to the requirements of an Adult General student under Tier 4 of the Points Based System

Yes I confirm that I have the sufficient funds

How will you be funding your studies in the UK? _____

- Will you be receiving sponsorship for:

○ Tuition fees Yes No

○ Living costs Yes No

If you have answered yes please provide the name and address of your sponsor. You will be asked to provide confirmation from your sponsor before you are issued with your CAS

Sponsor Name: _____

Sponsor Address: _____

Declaration

I confirm that the information provided on this application form is true, complete and accurate, and that no information requested or other material information has been omitted. I understand that the University reserves the right to establish the authenticity of my application and that it reserves the right to cancel my application if it transpires that false information has been provided. I have read the UKBA requirements for studying in the UK and confirm that I fulfil the criteria stated on their website for international students studying in the UK.

Signature of Applicant: _____

Date: _____

Data Protection Act 1998 Statement:

The University is a data controller in terms of the 1998 legislation. The Academic Registry Department follows the University policy on matters of data protection. The data requested in this application form is covered by the notification provided by the University under the Data Protection Act. Personal data will be used solely within Academic Registry for the purpose of making admission decisions and supporting records of the named student for his/her academic studies. Where appropriate, the data may be processed by the Computing and Information Services and for health and safety purposes. The data will not be passed to any third party without your consent, except where the University is by law required to do so. Appropriate security is in place to ensure that sensitive personal data is retained confidentially and is not retained for longer than necessary in providing student administration support. Any formal queries concerning the use of data noted here should be addressed to the University's Data Protection Officer.

How did you learn about the Study Programmes at Swansea Metropolitan University?

World Wide Web		Prospectus		Word of mouth	
Careers Services		Education Fair		Former students	
Professional Recommendation		Education Advisors		British Council	

When completed, this application form and supporting documents should be returned to:
The International Office, Academic Registry, Swansea Metropolitan University,
Mount Pleasant, Swansea SA1 6ED, UK, Fax: +44 (0)1792 481061
Email: international@smu.ac.uk