

# UCLAN FOUNDATIONCAMPUS APPLICATION FORM

Apply ONLINE at [www.foundationcampus.com](http://www.foundationcampus.com) or return this form to:  
Admissions Office, FoundationCampus, Kett House, Station Road  
Cambridge, CB1 2JH, United Kingdom  
Tel: +44 (0)1223 345698 Fax: +44 (0)1223 346181 Email: [admissions@foundationcampus.com](mailto:admissions@foundationcampus.com)

Please write neatly using BLOCK CAPITALS in black ink or typescript. Incomplete application forms submitted without ALL the supporting documents will delay the decision process.

## 1. PERSONAL DETAILS

Title (Mr/Mrs/Miss/Ms etc)	
First name(s)	Family name
Date of birth (dd/mm/yy)	Age on entry
Nationality (as passport)	Male/Female
Country of permanent residence	
Home address	Correspondence address (if different)
Postcode	Postcode
Country	Country
Mobile (incl. country code)	Mobile (incl. country code)
Telephone (incl. country code)	Telephone (incl. country code)
Student email	

Do you have any criminal convictions? ☐ Yes ☐ No (Your enquiry cannot be processed if you do not complete this section)

## 2. DISABILITY/SPECIAL NEEDS

FoundationCampus will conduct a needs analysis with you to determine any support that may be required, and to ensure that your personal needs can be met wherever possible. However, failure to disclose a specific requirement may result in us not being able to meet your needs.

Please state any condition which might necessitate special arrangements or facilities. Consult the Notes for guidance at [www.foundationcampus.com/en/about/tandc](http://www.foundationcampus.com/en/about/tandc)


## NOTES (FOR OFFICE USE ONLY)

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### 3. DETAILS OF COURSE(S) FOR WHICH YOU WISH TO APPLY

Please give details of the FoundationCampus programme for which you are applying. Please also state the subject and study level you are aiming for (undergraduate or Master's degree) alongside the proposed year of study.

University degree you wish to progress to e.g. – BA (Hons) Business Management			
FoundationCampus programme:		<input type="checkbox"/> Undergraduate Foundation Programme <input type="checkbox"/> Master's Foundation Programme <input type="checkbox"/> English Language Preparation Programme	
Date you want to start the programme: Month/Year	<input type="checkbox"/> Sept <input type="checkbox"/> Jan <input type="checkbox"/> April <input type="checkbox"/> June <input type="checkbox"/> 2014 <input type="checkbox"/> 2015	The number of terms you wish to study:	

### 4. ACADEMIC HISTORY

Have you ever studied in the UK before? ☐ Yes ☐ No If you answered yes to the question, please provide the following details and a copy of any previous UK visas:

Name of school / institution (in full):			
Date of study:		Course of study:	

### 5. DOCUMENTS

Please enclose the following and tick to confirm you have included them.	<input type="checkbox"/> Completed and signed application form	<input type="checkbox"/> Copies of transcripts (with certified English translated copies if in any other language)
	<input type="checkbox"/> Academic qualifications	<input type="checkbox"/> Copy of passport and copies of any previous UK visas

### 6. USE OF AGENTS

Have you used an educational agent during your application process? ☐ Yes ☐ No

If no, please proceed to section 7. If yes, please complete the details below and see section 15 of the Conditions of Enrolment which can be found on the FoundationCampus website at [www.foundationcampus.com](http://www.foundationcampus.com)

Name of agent (in full):	
Name of contact person at agency and email address:	
Agent address (in full):	

### 7. HOW DID YOU HEAR ABOUT US?

Please indicate how you heard of these courses (Please tick) ☐ Agent ☐ Exhibition ☐ Family ☐ Internet ☐ Other (please specify) \_\_\_\_\_

### 8. DECLARATION

I declare that I am applying to FoundationCampus as a genuine student and that the information and supporting evidence and academic documents I have provided are true copies. I understand that by completing and returning this declaration I have read, understood and agreed to the terms and conditions and fees of study at UCLan FoundationCampus as outlined on the FoundationCampus website [www.foundationcampus.com/en/about/tandc](http://www.foundationcampus.com/en/about/tandc) and agree to comply with UKBA regulations at the time of application and during my course of study. If you do not have access to the website or would like a written copy of the conditions of enrolment, you can request these from FoundationCampus Central Admissions at [admissions@foundationcampus.com](mailto:admissions@foundationcampus.com)

In order to deliver your education and protect your welfare, Cambridge Education Group (CEG) will collect, keep and otherwise process personal data, including sensitive personal data that relates to you and your circumstances. This will include your name and contact details, and those of your parents, guardians, agent or sponsor. We will also keep data about your education, health, welfare, accommodation, travel, passport, visa, finances and fees.

We will keep this information secure at all times and we will share it within CEG as necessary to run our business, deliver your education and ensure your safety. We will also release this information where it is legally required or lawful to do so, or in the event of a medical emergency if it is necessary to protect your health or the health of others. We will provide reports to your agent, parents or guardian on your progress, and also where necessary with our academic partners such as universities. Some of our data transfers may transfer your data to other countries.

Do you consent to your personal data being stored, processed and released by CEG in this way? ☐

Do you consent to your sensitive personal data including health, welfare, nationality, ethnicity, religious and other data being stored, processed and released in this way? ☐

Do you consent to the reasonable use of your details and academic achievement to be used for marketing purposes? ☐

Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_

Parent or Guardian Signature \_\_\_\_\_

Date \_\_\_\_\_

*If applicant is not the fee payer or is under 18*