

# Application Form

Please complete the below form and return to  
**intadmissions@northampton.ac.uk**

If completing the form by hand, please print clearly  
in black ink and BLOCK CAPITALS

## 1. Personal Details.

Family name as appears in passport		<input type="text"/>	
First name(s) as appears in passport		<input type="text"/>	
Title (Mr/Mrs/Miss/etc)	<input type="text"/>	Previous family name (if applicable)	<input type="text"/>
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"/> <input type="text"/>	<input type="checkbox"/> Male	<input type="checkbox"/> Female <input type="checkbox"/> Other
Home/permanent address	Correspondence address or address of University Representative (if different)		
<input type="text"/>	<input type="text"/>		
<input type="text"/>	<input type="text"/>		
<input type="text"/>	<input type="text"/>		
Postcode	<input type="text"/>	Postcode	<input type="text"/>
Country	<input type="text"/>	Country	<input type="text"/>
Tel no.	<input type="text"/>	Tel no.	<input type="text"/>
Mobile	<input type="text"/>	Mobile	<input type="text"/>
Email	<input type="text"/>	Email	<input type="text"/>
Nationality (if dual please give both)	Country of birth		
<input type="text"/>	<input type="text"/>		
Country of permanent residence (if UK give County/Borough)	Entry date to UK		
<input type="text"/>	<input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> - <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>		

## 2. Course(s) applied for.

<b>First choice</b>	<input type="text"/>	Start date	Month	<input type="text"/>	Year	<input type="text"/>
Point of entry (i.e. year 1, 2 or 3)	<input type="text"/>					
Mode of Study	<input type="checkbox"/> Full-time	<input type="checkbox"/> Part-time	<input type="checkbox"/> Distance			
Level of Study	<input type="checkbox"/> Undergraduate	<input type="checkbox"/> Postgraduate (taught)	<input type="checkbox"/> Research			
<b>Second choice</b>	<input type="text"/>	Start date	Month	<input type="text"/>	Year	<input type="text"/>
Point of entry (i.e. year 1, 2 or 3)	<input type="text"/>					
Mode of Study	<input type="checkbox"/> Full-time	<input type="checkbox"/> Part-time	<input type="checkbox"/> Distance			
Level of Study	<input type="checkbox"/> Undergraduate	<input type="checkbox"/> Postgraduate (taught)	<input type="checkbox"/> Research			

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### 3. 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)	Study mode PT/FT/DL*

\*PT = part-time, FT = full-time, DL = distance learning

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### 4. 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.

From (mm/yy)	Awarding body	Subject	Qualification	Results achieved

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### 5. 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

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## 6. Previous study in the UK (for overseas (non-EU) applicants).

The Home Office has introduced a limit to the time that international students on a Tier 4 Student Visa can spend studying at degree level. There will be a general limit of 5 years on study time but this will not apply to those studying for Master's degrees following successful completion of an undergraduate degree where the undergraduate course duration was 4 or 5 years. In these cases the limit will be set at 6 years. We also have to ensure that any study you are proposing to undertake represents academic progression from any previous studies in the UK.

In view of this new policy it is essential that you answer the following question:

Have you ever studied previously in the UK? ☐ Yes ☐ No

If **yes**, please list below any previous study (regardless of the level i.e. English language courses) undertaken in the UK. We will also require copies of all visas held during those periods of study.

Institution	Course studies and level i.e. foundation/degree etc	Start and completion of course	Type of visa held during period of study

If you have previously been a student at the University of Northampton please give your student ID number.

Do you require a Tier 4 visa to study with us? ☐ Yes ☐ No If **no** please provide us with a copy of your current visa.

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## 7. English language.

All international students applying for a course at the University of Northampton must meet the minimum English language requirements, however, if you do not meet these requirements we offer pre-sessional academic English language courses and an international foundation programme.

For more information visit: [www.northampton.ac.uk/study/international-students/english-language-requirements](http://www.northampton.ac.uk/study/international-students/english-language-requirements)

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

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## 8. Work experience.

(if applicable to course application)

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

\* FT = full-time, PT = part-time

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## 9. 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?

☐ Self

☐ Sponsor

☐ Student Finance England

☐ Employer

Please give details

Please give details of any scholarship grant application giving name, value and duration.

☐ Already awarded

Please give details

☐ Application made

Please give details

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## 10. Declaration of a criminal conviction.

**Only complete this section if you are applying for a course that requires a Disclosure and Barring Service (DBS) check, which can be confirmed by checking the course entry requirements on our website.**

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

☐

Yes

☐

No

Applicants who answer 'Yes' will not be automatically excluded from the application process, and their application will be considered on its merits before the relevance of their criminal conviction is taken into account. However, the University may ask for more information about their criminal conviction before making a final 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.

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## **11. Personal statement/further information.**

Please use this section to tell us about yourself and your reasons for wanting to study this course.  
Please continue on a separate sheet if necessary.

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## 12. References.

Please read the guidance notes carefully. Please note that it is your responsibility to send Part B – Statement by Referee - to your referees for completion. We will not be able to make a decision about your application until we receive your references, one of which must be an academic reference if you have recently completed a school or university course.

### Referee 1 - Academic

Name	<input type="text"/>
Address	<input type="text"/>
Postcode	<input type="text"/>
Tel No.	<input type="text"/>
Fax No.	<input type="text"/>
Email	<input type="text"/>

Capacity in which applicant is known to the referee

For how long

### Referee 2

Name	<input type="text"/>
Address	<input type="text"/>
Postcode	<input type="text"/>
Tel No.	<input type="text"/>
Fax No.	<input type="text"/>
Email	<input type="text"/>

Capacity in which applicant is known to the referee

For how long

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

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## 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 be made available to ASSIST who can support applicants through the admissions process and agree adjustments for their studies. Information you disclose about your disability will be used in accordance with the University's Admissions Policy.

You can access this at [www.northampton.ac.uk/more/governance-and-management/university-policies-procedures-and-regulations](http://www.northampton.ac.uk/more/governance-and-management/university-policies-procedures-and-regulations) and find information about Disability Services at [www.northampton.ac.uk/study/student-life/support](http://www.northampton.ac.uk/study/student-life/support)

<input type="checkbox"/> No known disability	<input type="checkbox"/> Autistic Spectrum Disorder/Asperger's Syndrome
<input type="checkbox"/> Blind or a serious visual impairment	<input type="checkbox"/> Long standing illness or health condition
<input type="checkbox"/> Deaf or a serious hearing impairment	<input type="checkbox"/> Mental health condition
<input type="checkbox"/> Two or more impairments and/or disabling medical conditions	<input type="checkbox"/> Wheelchair user/mobility difficulties
<input type="checkbox"/> Specific Learning Difficulty (eg Dyslexia)	<input type="checkbox"/> Other disability not listed above

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, adjustments or changes you may need for your studies

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**How did you hear of the University of Northampton?**

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**Declaration.**

By providing this information you acknowledge that the University will need to process such Personal Data to enable the review of your application. To allow for the lawful processing of your personal data, we need your consent. Please sign to confirm that you agree to such processing and to allow us to consider your application.

As an international applicant the processing of your data will include the University sharing your Personal Data and special category Personal Data with UK Visas and Immigration (UKVI), which will enable them to confirm your immigration history. Such sharing is a legal requirement.

You also acknowledge that should you not meet the entry requirements of your chosen course at the University, you consent to the University sharing your Personal Data and special category Personal Data with our partner college, University of Northampton International College (UNIC) in order for you to be considered for an alternative programme of study at UNIC.

In completing and submitting your application form, you will be providing the University of Northampton with personal data, including special category data, as defined in the Data Protection Act 2018 and the General Data Protection Regulation (GDPR) (EU) 2016/679). The University will use this data for processing your application and it may be shared with several departments within the University. The University policy on Data Protection and GDPR compliance can be found at: [www.northampton.ac.uk/about-us/services-and-facilities/records-management/data-protection-act](http://www.northampton.ac.uk/about-us/services-and-facilities/records-management/data-protection-act)

And for more detail on how the University processes personal data please see our Privacy statements at: [www.northampton.ac.uk/about-us/privacy-policy](http://www.northampton.ac.uk/about-us/privacy-policy)

This personal data may also be shared with and used by third parties in connection with the above purposes, for example in order to verify your identity, qualifications, work experience and other information that you provide, or so that the University can comply with its obligations to supply certain information to the Higher Education Statistics Agency, Department of Education, UKVI and other agencies. In certain circumstances including the prevention and detection of crime, details may be provided to the Police or other relevant lawful authority. Such processing is lawful under the terms of GDPR Article 6 and Article 9.

Some of these third parties may be located outside the European Economic Area but the University will where possible ensure that they abide by the relevant UK legislation.

I declare that I understand the statement regarding the use by the University of my personal data. I further declare that the information on this form is correct to the best of my knowledge. I understand that if I have been found to have deliberately and seriously misled the University about the details on this form I could be asked to withdraw from my course.

Signed

Date

**Please return completed applications to:**

International Office, University of Northampton, Newton Building, St George's Avenue, Northampton, NN2 6JB, UK or email to: [intadmissions@northampton.ac.uk](mailto:intadmissions@northampton.ac.uk).

## Part B - Statement by referee.

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### To be completed by applicant.

Applicant's full name

Course (see website for title: [northampton.ac.uk](http://northampton.ac.uk))

Date of birth   -   -   ☐ Male ☐ Female ☐ Other

Name and address to which reference is to be sent (i.e. your address)

Postcode  Country

Email

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### Notes for the guidance of referees

A referee must be able to comment on academic ability and must not be related to the applicant. The reference should include the following:

- How long and in what capacity has the referee known the applicant?
- How do you assess the applicant's academic/intellectual ability? (It would be helpful if, in the case of a graduate, referees could indicate whether they consider the class of degree achieved fairly represented his/her calibre).
- What are the strengths/weaknesses of the applicant?
- Any further relevant information.



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**To be completed by the referee.**

This form may be photocopied: please type if possible, or write in black ink. Please affix an official stamp, where appropriate, at the end of the statement

Name of referee			
Post/Occupation/Relationship			
How long have you known applicant			
Name of School/College/Organisation			
Address			
Postcode		Country	
Tel No.		Fax No.	
Email			

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Name of applicant (block capitals or type)

Signed		Date	
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Name of referee			
Post/Occupation/Relationship			
How long have you known applicant			
Name of School/College/Organisation			
Address			
Postcode		Country	
Tel No.		Fax No.	
Email			

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Name of applicant (block capitals or type)

Signed		Date	
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# Equal opportunities monitoring form

In order to monitor equality of opportunity in the admission of students to the University of Northampton, applicants are asked to describe their ethnic origin in one of the categories below. Your response will not influence the outcome of your application. You do not have to answer this question if you do not wish.

## A White

British	<input type="checkbox"/>	11
Irish	<input type="checkbox"/>	12
Any other White background, please detail	<input type="checkbox"/>	19
<input type="text"/>		

## B Mixed

White and Black Caribbean	<input type="checkbox"/>	41
White and Black African	<input type="checkbox"/>	42
White and Asian	<input type="checkbox"/>	43
Any other Mixed background, please detail	<input type="checkbox"/>	49
<input type="text"/>		

## B Black or Black British

Caribbean	<input type="checkbox"/>	21
African	<input type="checkbox"/>	22
Any other Black background, please detail	<input type="checkbox"/>	29
<input type="text"/>		

## E Chinese or other ethnic group

Chinese	<input type="checkbox"/>	34
Any other Chinese background, please detail	<input type="checkbox"/>	80
<input type="text"/>		

## C Asian or Asian British

Indian	<input type="checkbox"/>	31
Pakistani	<input type="checkbox"/>	32
Bangladeshi	<input type="checkbox"/>	33
Any other Asian background, please detail	<input type="checkbox"/>	39
<input type="text"/>		

## F Information refused

	<input type="checkbox"/>	98
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I indicated on my application that I have a disability. ☐ Yes ☐ No