



University of
Bedfordshire

Tier 4 Sponsor
Licence Number DA8AR2CH7

International Student Application Form

Please return the completed form to: International Admissions
University of Bedfordshire
University Square, Luton, Bedfordshire LU1 3JU United Kingdom
T: +44 (0)1582 489326
F: +44 (0)1582 743469
international@beds.ac.uk

Please read the notes at the back before completing this form. It is important that you write neatly using BLOCK CAPITALS in black ink or typescript. If available, you must include a copy of the personal details page from your passport (the page that contains the passport number and your photo). Incomplete application forms submitted without ALL the supporting documents may delay the issuing of your offer.

1 Personal Details

| | | | |
|--|------|--|-----------------------------|
| Title (Mr/Mrs/Miss/Ms etc) | Male | Female | Date of birth* (dd/mm/yyyy) |
| First name(s) | | | |
| Family name(s) | | | |
| Previous family name (if changed) | | | |
| Passport number and country of issue | | | |
| Correspondence address | | Permanent/Home address (if different) | |
| | | | |
| Postcode | | Postcode | |
| Telephone (including international code) | | Telephone (including international code) | |
| Mobile (including international code) | | Mobile (including international code) | |
| Current email | | Skype ID | |

Do you have any criminal convictions? Yes No

Have you received any other penalty in relation to a criminal offence; for example a caution, reprimand, warning, or similar penalties in the UK or any other country? Yes No

2 Fee Status and UK Immigration History

| | |
|---------------------|---------------------|
| Country of birth | Present nationality |
| Country of Domicile | |

| | | | | | |
|---|-----|----|--|-----|----|
| Are you currently a resident in the UK? | Yes | No | Have you ever been refused a Visa to any country? | Yes | No |
| Have you studied in the UK previously? If yes, provide details below. | Yes | No | Have you been denied entry to the UK before? | Yes | No |
| | | | Have you ever overstayed any type of UK Visa granted to you? | Yes | No |

| UK Visa Number | Visa Type | Valid From | Valid To | Institution |
|-----------------------------|----------------------------------|------------------------------|------------------------------|--|
| <i>JTV6VB659</i> EXAMPLE | <i>Tier 4 Student</i> EXAMPLE | <i>15.08.2010</i> EXAMPLE | <i>31.11.2011</i> EXAMPLE | <i>University of Oxford</i> EXAMPLE |
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |
| 4 | | | | |

3 Agent Details (to be completed if applying through an Agent)

| | |
|---------------|--|
| Agent (Code) | Email |
| Contact name | Telephone (including international code) |
| Agent address | |
| Country | Postcode |

4 Details of Course(s) for which you wish to Apply

| Course title | Undergraduate (UG) or Postgraduate (PG)? | If you require UG Advanced Level Entry – please state Level 2 or 3 (complete Section 4a) | Month/year of entry |
|--------------|--|--|---------------------|
| Choice 1: | | | |
| Choice 2: | | | |
| Choice 3: | | | |

4a To be Completed for Entry on to Degree Level 2 or 3

Please include a transcript (detailed mark certificate) of all units of learning successfully studied, as well as detailed information which clearly states what curriculum was covered in each unit of learning. To confirm the units for your University of Bedfordshire programme, please check the relevant course page on our website: www.beds.ac.uk

Please tick which of the following you are including as evidence to support your claim (claims will not be considered without the required evidence):

| | | |
|---------------------------------------|--------------------------|----------------------------------|
| official certificates and transcripts | unit outcomes/objectives | assessed coursework/project work |
| unit descriptor | unit syllabus | marked examination papers |

5 Full Academic History and Qualifications

Please list results, including those which are pending. Please attach photocopies of your certificate, transcripts, copies of all UK Visas, copies of previous CAS', enrollment letters, and student status letters. You **must** give details of **every** institution at which you have studied even if you did not receive an award from that institution.

| Name of institution | Programme of Study | NQF Level if studied in the UK | Start Date of Course | End Date of Course | Do you have a curtailment letter? (This is a letter from the UKVI to say that you have a new visa expiry date) If yes please provide copy of letter | | Do you have a previous Visa refusal letter? If yes please provide copy of letter | |
|--|--|--------------------------------|------------------------------|------------------------------|---|-------------------------------------|--|-------------------------------------|
| | | | | | YES | NO | YES | NO |
| <i>University of Oxford</i> EXAMPLE | <i>Foundation course in English</i> EXAMPLE | <i>3</i> EXAMPLE | <i>15.01.2012</i> EXAMPLE | <i>20.12.2012</i> EXAMPLE | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| | | | | | YES | NO | YES | NO |
| | | | | | | | | |
| | | | | | | | | |
| | | | | | | | | |

6 English Language Requirements

Please complete this section. It is very important to provide all the relevant details to enable us to assess your English level and determine whether you meet our entry level criteria in English. You will be required to provide evidence of your English level.

Do you have any of the English qualifications listed below? (please tick all that apply):

IELTS CAMBRIDGE GCSE PEARSON TEST NONE

Other (please give details)

Grade / score

Date achieved

7 Personal Statement

Applicants are required to provide a personal statement in support of your application. On a separate piece of paper please state your reasons for choosing this course, give details of any relevant experience, your career plans and other relevant supporting information. **In order for your application to be processed your personal statement must explain why you want to study in the UK, why you wish to come to Bedfordshire, why you have chosen your course, and how it will help you fulfill your career goals.**

8 Physical or other Disability or Medical Condition

Do you have a disability or any condition which might necessitate special arrangements or facilities?

Yes No (If Yes please provide details on a separate sheet of paper)

9 How did you hear about us?

Agent University website Exhibition Search engine

Website / Online directory listing (please specify)

Social Media website (please specify)

Other (please specify)

10 References

Names and addresses of two referees (the University may contact referees if required).

| Name | Name |
|--|--|
| University/Company | University/Company |
| Address | Address |
| | |
| City | City |
| County | County |
| Postcode | Postcode |
| Telephone (including international code) | Telephone (including international code) |
| Mobile (including international code) | Mobile (including international code) |
| Email | Email |

11 Data Protection and Declaration

I consent to the University of Bedfordshire's use of my personal data, including sensitive data, to allow the University to fulfill its administrative obligations and to process my application. The University shall duly observe its obligations under the General Data Protection Regulations and any resulting legislation which arise from this application. The information I provide on the application form will be used for the following purposes, to:

- determine my eligibility for entry to the University of Bedfordshire.
- provide me with relevant information to assist me in joining the University (including information about Open Days, scholarships/discounts and fees, enrollment at the University, my course, my faculty and the University's facilities, the local area, accommodation providers engaged through the University's approved accommodation system, internships and career opportunities, visa advice and travel advice).
- enable the University of Bedfordshire to compile statistical reports.
- enable the University of Bedfordshire to initiate my student record.

I consent to the University sharing this information with:

- the relevant government departments. This includes: Higher Education Statistical Agency, UK Visas and Immigration, Higher Education Access Tracker (HEAT), Office for Fair Access and the Office for Students, Student Loan Company, Department for Education and its agencies for the

administration of bursaries for teacher training (for students on professional programmes, Early Years Teacher Status and English as a Foreign Language), Nursing and Midwifery Council, the Health and Care Professions Council and the General Medical Council (for students on nursing, midwifery, social work or youth courses), NHS Bursaries Unit (for students on NHS-funded courses). Health Education England and Health Education Thames Valley, and Frontline (a Government funded body which commissions social work training)

- Public Sector regulatory bodies such as The British Council and the Office for Standards in Education
- bodies which are responsible for professional accreditation of my course, if applicable
- the Police or other authority in relation to crime prevention or investigation, or in association with the Government's Prevent agenda
- accommodation providers (where applicable) who are engaged through the University's approved accommodation system; Liberty Living and Student Village
- UCAS (through the completion of a Record of Prior Acceptance (RPA) in compliance with the UCAS Undergraduate Application and Recruitment Policy), and NARIC (in order to establish the equivalent level and verify a qualification if applicable)
- John Smith's bookshop and Aspire Gym so that if, I am eligible to receive a BedsMoney card, I can use it to purchase learning materials or gym membership, respectively
- any partner of the University which is delivering the programme or whose premises are used for the delivery of a programme, for which I have registered on with the University
- my sponsor (if any) in order to confirm sponsorship and invoice for payment of fees
- my referees as listed in Section 10 of this application form
- my representative/agent outside the EEA or in my home country (if applicable) as listed in Section 3 of this application form

If I have not used a representative/agent in my home country, I consent to the University sharing this information outside the EEA to a representative/agent in my home country in order to support my application to the University and for the relevant visa.

In the event that I do not register as a student of the University of Bedfordshire, the University will retain my personal information for the rest of the academic year for which I have applied plus one further academic year. In the event that I do register, my data will be managed as per the student agreement which I will sign upon registration.

Signature:

Full name:

I hereby certify that all of the above information is correct and complete, and I wish to apply for admission as a student of the University. I also declare that, if admitted I shall conform to all the Rules and Regulations of the University of Bedfordshire. I understand that the submission of any misleading information during the admission process could lead to the immediate cancellation of my application and the withdrawal of any offer made. In the event that I register as a student of the University of Bedfordshire, I hereby undertake to pay, as and when due, all University fees. I grant permission to the University of Bedfordshire to request information pertaining to my current or previous visa status in the UK from the Home Office, if necessary.

Signature:

Date:

Notes for Guidance

General

Before completing the form, please ensure that you read these notes carefully. You should also read the current University of Bedfordshire literature relating to the course(s) in which you are interested.

Section 1 Personal details

Complete this section in BLOCK CAPITALS. If you do not have a current valid passport you will need to apply for one. Without a passport we will not be able to issue you with an Unconditional Offer nor will you be able to apply for a visa.

Section 2 Fee status

Please state your country of permanent residence and give details of who you expect to pay your fees for the proposed course.

Section 4 Details of course(s) for which you wish to apply

Level of Entry – If you qualify for advanced entry to your chosen course of study please submit your current academic qualifications such as a transcript. Please also submit, where possible, the relevant unit's syllabus. If you feel your professional experience makes you eligible for advanced entry please submit evidence. If you wish to indicate an order of preference for your course choices you may do so. If you do not indicate an order of preference then it will be assumed that you have none.

Section 5 Academic History

Enter the exact subject name used by the examining body and the name of the examining body in full. If you have qualifications obtained outside the UK, you should give details of all examinations taken as preparation for entry to higher education (e.g School and Higher School Certificate, Apolytirion, Baccalaureat). Applicants with qualifications obtained in a language other than English, must attach a certified English transcript to the form.

Section 8 Disability/special needs

Describe your condition and, where it is not obvious, indicate whether you have special needs.

Section 10 References

Please supply the name and contact details of an academic reference from your current or previous studies. This need not be related to the course you are applying for. We will contact referees if required.

If you are applying for an MBA you may need to submit a professional reference. Please see unibeds.info/MBAAD for more details.

Section 11 Data Protection and Declaration

We require your consent for us to store and process the information you supply on this form. We cannot process your application without your consent.

DOCUMENT CHECKLIST - DO NOT SEND ORIGINAL DOCUMENTS

Please make sure you include the following documents with your application

Application Form and Data Protection/Declaration signature



Copies of your Academic Certificates/Transcripts



Copy of your English Language Examination Results



Copy of current passport



Personal Statement including why you want to study in the UK, why you have chosen Bedfordshire, why you have chosen your course and how it will help fulfill your career goals



Previous visa and visa refusal documentation

