

Application Form

Notes for Guidance:

Please complete all sections in **BLOCK CAPITALS**.

The Data Protection Act 1998: The University of Derby is the registered data controller for the information you provide to us. We use and share your personal information in order to identify, plan, deliver and monitor services that we provide to you. We respect everyone's right to privacy and we are fully committed to the principles of the Data Protection Act 1998 and subsequent enactments.

Section 1: Personal Details

Please enter your name as it appears in official documentation.

Surname

First Name(s)

Title

Date of birth (DD/MM/YY)

Gender

Country of birth

Country of residence

Passport Number

Nationality (on passport)

Address

Email

Telephone number

Section 2: Course details

Course

Year of entry

Month of entry

Mode of Study

Point of entry

Section 3: Fee Status and Immigration History

Have you ever previously studied in the UK? (please circle) Yes No

Have you ever been denied entry to the UK? (please circle) Yes No

Have you ever overstayed any type of UK visa granted to you? (please circle) Yes No

If yes please list below any previous study taken the in UK.

Visa Type	Visa Number	Valid From	Valid To	Institution

Section 4: Qualifications

Please include all examinations or assessments for which results are known. If you are currently enrolled onto a programme of study, please enter the month and year that you expect to be awarded the qualification

Month	Year	Qualification	Institution	Grade

Section 5: English Language

Have you previously completed any qualifications which were taught in English? Yes No

If NO state English language qualification e.g. IELTS, iGCSE

Section 6: Criminal convictions

Do you have any unspent* criminal convictions, excluding motoring offences? Yes No

We ask that you declare any relevant 'unspent' criminal convictions/cautions. Please note, courses which involve working with children or vulnerable adults are exempt from the Rehabilitation of Offenders Act 1974 which means 'spent' rules normally do not apply. If you are offered a place for courses of this nature, in order for you to enrol you will be required to obtain University clearance following completion of an Enhanced Disclosure & Barring Service certificate/Certificate of Good Conduct.

The University will treat your information confidentially.

Section 7: Disability

Do you have any disabilities or special needs? Yes No

If you have ticked that you have a disability please complete this section. This information will be shared with the Student Wellbeing Service who can support applicants through the Admissions process and agree adjustments for their studies.

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You are blind or have a serious visual impairment

☐

You are deaf or have a serious hearing impairment

☐

You have an Autism Spectrum Disorder

☐

You have a mental health condition

☐

You have a specific learning disability (e.g. dyslexia)

☐

You have physical impairment or mobility issues

☐

You have a disability, impairment or medical condition that is not listed above

☐

You have two or more impairments

Section 8: Agent Details

Please complete the section below if you are applying through an agent

Agent Name

Agent Code (if known)

Country

Email address

Declaration

I declare that, to the best of my knowledge, the information given in this form is correct. I give my consent to the processing of my data by the University of Derby. I grant permission to the University of Derby to contact UK Visas and Immigration to seek information regarding my immigration status if required.

Signature

Date

Checklist (for Admissions use only)

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Academic certificates and transcripts: O00027

☐

Personal statement: O00131

☐

Reference: O00046

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English Language evidence

- ☐ Reference from the institution to confirm course was taught in English O00082
- ☐ Reference from the employer to confirm English as medium of instruction O00083
- ☐ IELTS 6.0 O00003
- ☐ IELTS 6.5 O00004
- ☐ IELTS 7.0 O00005

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Passport: O00021