UNIVERSITY OF PLYMOUTH

APPLICATION FORM

Programme(s) of Study

Start date (month & year)

Title of course(s) (include full title as per web site) https://www.plymouth.ac.uk/study	**Year of Entry** (E.g. Year 1, year 2)	**Course code** (if known)

Personal Details

Family name (as it appears in passport)

First name(s) (as it appears in passport)

Title Mr / Ms / Mrs / Miss / Other

Date of birth (dd/mm/yyyy)	**Gender** Male ☐ Female ☐ Other ☐
Do you identify as transgender? Yes (circle one) No Prefer not to say	**Sexual orientation:** (circle one) Gay man Heterosexual Gay woman Other Information refused
Country of birth	**Nationality**

Domicile (Country of permanent residence)

Have you ever studied at or applied to the University of Plymouth or the University of Plymouth International College (UPIC) before?

Yes ☐ No ☐

Please state previous student reference number:

Contact Information

Correspondence address (if applying via an agent please put agency stamp / address here)	**Home address** (if different from correspondence address)

Personal email (must be completed)

Agent email (if applicable)	**Personal tel** (home)
Agent code (if applicable)	**Personal tel** (mobile)

UK Applicants only

Please indicate if any of the following apply to you:

I was in care on or after my 16th Birthday ☐

I have been in care for 3 months or more ☐
I have not been in care ☐
I prefer not to say ☐

UKVI / Visa Information

Applicants not born in the UK please state if ever entered the UK previously:

Yes☐ No ☐

If yes, please provide dates below:
From To

Do you require a Student visa to study in the UK?
Yes☐ No ☐

If not sure please click on the Immigration & Visas link below
https://www.plymouth.ac.uk/student-life/services/international-students

Have you studied in the UK previously on a Student visa or other type of visa (including all studies, whether completed or not)?
Yes ☐ No ☐

If **Yes**, please give details in full below:

Name of university / college	Course title	Qualification (& NQF level if known)	Type of visa held	Dates of study From	To

Please note that, due to UKVI regulations, there is a time limit on studies in the UK on student visas. If the period of your studies at the University of Plymouth would mean you will exceed this time limit the University may not be able to offer you a place. Please visit www.ukba.homeoffice.gov.uk/ or https://www.gov.uk/government/publications/points-based-system-student-route for details or ask us for further clarification during the admission process.
Please see https://www.gov.uk/guidance/immigration-rules/immigration-rules-appendix-c-maintenance-funds for guidelines on student visa maintenance (funds) and other requirements.

Academic Qualifications

Name of institution	Level / qualification studied (include RQF level if known)	Course title	Grade / result obtained	Date completed

English Language Qualification(s)

IELTS total	**Reading**	**Writing**	**Listening**	**Speaking**
Other:				

If you do not meet our English language requirements you may be eligible for one of our pre-sessional English courses. Please visit www.plymouth.ac.uk/international

Work / Professional Experience

Please attach your CV to the application (if applicable).

Personal Statement

Please attach your personal statement to this application.
The Personal Statement should detail in essay form your motivations for applying to the University of Plymouth for the course(s) you have chosen, including your interest in the subject(s), any study and / or work experience relevant to the subject(s), plus other activities you have done and / or skills you possess relevant to the subject(s). Please also include career aims upon completion of this course. Please submit as a Word document and include your full name.

References

Please submit one reference, from an academic who has taught you.
Please submit this as an original document on official headed paper. Alternatively, your referee may scan and email the letter on headed paper directly to the University from their official work email address provided below.

Interviews

Where it is required and feasible to do so, some departments will interview applicants before recommending admission. This may be a telephone, Skype or face to face interview. The University will contact you in regard to this if applicable.

Funding Information

Who will pay for your fees?

UK applicants		Non-UK applicants	
You or your family	☐	You or your family	☐
Student Finance (SLC)	☐	Government body*	☐
Other	☐	Other	☐

*Please include a government sponsorship letter.

Document Checklist (please tick if included as part of the application)

- ☐ **All relevant qualifications** (High School, College, University transcripts and certificates)
- ☐ **Proof of English Language level**
- ☐ **Personal Statement**
- ☐ **Reference Letter**
- ☐ **Copy of the information page of current passport** (please also include any UK visas)
- ☐ **Other** (e.g. Portfolio, CV, Evidence of creative writing etc.)

Declaration and Signature of Applicant

- If applying via agent: I confirm that the University can correspond with my agent regarding my application as appropriate. I also confirm that this agent is the sole agent I will use to facilitate my application to, and any subsequent preparations to study at, the University of Plymouth.
- Student visa students only: I confirm that, if I am accepted by the University of Plymouth, I will personally complete the pre-CAS checklist.
- I understand that I may be requested to submit further documentation in support of my application.
- I confirm that, to the best of my knowledge, the information given in this application form is complete and correct, and that the submitted documents are genuine.

Applicant name:

Date:

Electronic Signature:
(type full name)

How to Submit Your Application

Please email your completed application form and supporting documents to:

applications@plymouth.ac.uk

UNIVERSITY OF PLYMOUTH

The University of Plymouth will contact you for the purpose outlined on this form and to respond to your enquiry. Your details will be kept, stored, and used in line with our admissions privacy policy. We will not share your data outside the University of Plymouth, apart from with those that help us to provide this service.

If you choose to receive further information about the University, we may contact you via email (which also includes social, digital media and other electronic channels).

Where you have provided us with a phone number, we may also contact you occasionally via SMS message or by telephone. We may also send you post from time to time. You will have the right to change your mind and withdraw consent at any time for all communications, or select your preferences for how we get in touch with you. Your online preference centre is linked to at the bottom of every email and our contact details can be found in our privacy policy.

We will send you an email to confirm submission of this form, if you don't receive this email please check your spam folders and settings to ensure that your email provider isn't blocking emails from us. If you tick no, we will still contact you about your originally enquiry, order or booking.

By submitting this data, you agree to our Admissions Privacy Policy

At the University of Plymouth we would like to send you exciting news about our courses and student life that we think you'd like to hear about.

☐ Yes please, send me information about the University of Plymouth.

☐ No thank you, I don't want you to send me anything.

UNIVERSITY OF PLYMOUTH

Appendix to Student Application Form

Thank you for making this application.
Please read the information below and tick the boxes within the fields on this and the next pages to complete the form.

Ethnic Origin

As a requirement of the Race Relations Amendment Act (2000) we need to know your ethnic origin for the purpose of monitoring equality of opportunity to all ethnic groups, highlighting possible inequalities and enabling the implementation of action to remove any barriers and discrimination.

Please select from the categories below – these categories are approved by the Commission for Racial Equality and the Higher Education Statistics Agency:

[10] ☐ White
Mixed
[41] ☐ White and Black Caribbean
[42] ☐ White and Black African
[43] ☐ White and Asian
[49] ☐ Any other mixed background
Asian or Asian British
[31] ☐ Indian
[32] ☐ Pakistani
[33] ☐ Bangladeshi
[39] ☐ Any other Asian background
Black or Black British
[21] ☐Caribbean
[22] ☐ African
[29] ☐ Any other Black background
Chinese or other ethnic group
[34] ☐ Chinese or any other Chinese background
[80] ☐ Other ethnic background
[90] ☐ Not known
[98] ☐ Do not wish to answer

Equality and Diversity - Religion/Belief

In order to ensure that we are fair and consistent in our selection and monitoring procedures, we require all applicants to provide this information. The University of Plymouth recognises the benefits of having a diverse community and is fully committed as a Higher Education provider to the delivery of its equality and diversity policies. The information you provide in this section will be treated as strictly confidential and will be used only for Equality & Diversity monitoring purposes.

Please tick one of the following:

☐ Buddhist
☐ Christian
☐ Hindu
☐ Jewish
☐ Muslim
☐ None
☐ Not Known
☐ Other
☐ Prefer not to say
☐ Sikh

Care

Are you a Carer? I.e. do you care unpaid, for a friend or family member, who due to illness, disability, a mental health problem, or an addiction cannot cope without your support?

01] ☐ I am not a carer
02] ☐ I am a carer
98] ☐ Information refused
99] ☐ Not known

Disability Monitoring

Dear Applicant
IMPORTANT: PLEASE READ

If you have a disability
The University is very supportive of students with disabilities, and year-on-year we are making adjustments to assist students with special arrangements. It may be that we have already put in place changes which will assist you – but unless we know what your needs might be, we cannot guarantee that that will be the case. If we can identify your needs sufficiently far in advance of when you intend to start a course at the University, we are better able to put in place appropriate arrangements – or, if there is a health and safety issue or an issue about the expectations of students on the course, to advise you on alternative options. However, we may not be able to do so if we do not know in advance.

Please tell us about your disability
Please tell us about your disability, if you have one, by completing and returning the Disability Monitoring Form with your application form. Please note that all offers are made on academic grounds. You may be asked for additional information or invited to attend an interview with Disability Services. This is in order that we can properly assess your individual needs and ensure that we have the best possible chance of meeting them. Please do provide any information requested and come in to see staff if asked to do so, since otherwise you – and we – could find ourselves in a position in which it is difficult or even unsafe for you to take up your place.

If you choose not to tell us about your disability
You may not wish to disclose your disability at this point. However, we may not be able to meet your individual needs if we do not have the opportunity to assess them in advance, and that could impact on your experience of the course or even your ability to take up your place.
You may feel that you would prefer to speak to someone confidentially about disclosure or that you require further information to help you decide. If this is the case, please telephone +44 (0)1752 587 676 or email Disability Services on studentservices@plymouth.ac.uk

So please tell us about any disability – even if you do not think it will affect you while you are at the University – and respond positively to any requests for further details or for an information interview. If you do not do so, you may find yourself unable to take up your place or unable to complete the course because we have not been able to adequately to meet your particular needs.

Please tell us if you have a disability, medical condition or dyslexia.

[A] ☐ No disability
[B] ☐ You have a social/communication impairment such as Asperger's syndrome/other autistic Spectrum disorder
[C] ☐ You are blind or have a serious visual impairment
[D] ☐ You are deaf or have a serious hearing impairment
[E] ☐ You have a long-standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy
[F] ☐ You have a mental health condition, such as depression, schizophrenia or anxiety disorder
[G] ☐ You have a specific learning difficulty such as dyslexia, dyspraxia or AD(H)D
[H] ☐ You have a physical impairment or mobility issues, such as difficulty using your arms or are using a wheelchair or crutches
[I] ☐ You have a disability, impairment or medical condition that is not listed above
[J] ☐ You have two or more impairments and/or disabling medical conditions

Do you receive Disabled Students' Allowance (DSA)?

[4] ☐ I have a disability and am in receipt of DSA
[5] ☐ I have a disability but do not receive DSA
[9] ☐ I have a disability but have not applied for DSA

Disability Disclosure

Yes ☐

I agree to relevant information about my disability and/or support arrangements being disclosed to those lecturing and administrative staff who have a need to know. In the event that I do not take up a place I understand that this information will be shredded within a reasonable period.

No ☐

I do not agree to disclose about my disability and understand that this may limit the support I receive. I agree to inform Disability Services if I reconsider this decision.

Signature: Date (DD/MM/YYYY):

All information in this form is correct at the time of publication but may be subject to change. For the latest version of the form please contact applications@plymouth.ac.uk Tel +44(0)1752 585858.