

Study Abroad Programme Application Form

We want to process your application as quickly as possible. It is therefore essential that all sections of the form are completed to ensure that your application can be processed efficiently.
Please read the *Guidance Notes to Applicants* available to download online from: www.cardiff.ac.uk/studyabroad
Please complete the form in **BLACK** ink, using **CAPITAL** letters.

For Registry Use Only

	Screened	Initials
DISAB		
DOCC		
FEES		
QUALS		
Decision Processed		

Applicant No: _____
MAS Course Code: _____



1. Proposed Study Abroad Programme

1.1 In which academic school do you intend to pursue the majority of your modules during your study abroad period?

1.2 Please indicate which study period you wish to apply for

Semester 1 (Sept - Dec/Jan*) Semester 2 (Jan - Jun) Full Academic Year (Sept - Jun)
* see *guidance notes*

1.3 Proposed Course Choices (Please refer to the module catalogue and guidelines before completing this section):

Course Choice	Module Name	Module Code	Credits	Office use: authorisation
1				
2				
3				
4				
5				
6				

Reserve module choices

7				
8				

2. Personal Details (Please use CAPITAL letters)

Surname/Family Name (if applicable) _____ First/given name(s) _____
 Previous Surname/Family Name _____ Maiden Name _____
 Title (Mr/Mrs/Miss/Ms/Dr/Other) _____ Male Female
 Date of Birth (dd/mm/yyyy) _____ Country of Birth _____
 Nationality _____ Country of Residence _____
 Passport no. _____

2.1 Address

The correspondence address will normally be used when we write to you. Please notify us in advance if the address changes.
NB: if you are completing this on behalf of a student please put the student's address in the Home section and your address under Correspondence.

Home (Permanent) Address

 Postcode/Area code _____
 Country _____
 Telephone number
 (including national/area code) _____

Correspondence Address (if different from Home Address)

 Postcode/Area code _____
 Country _____
 Telephone number
 (including national/area code) _____

Email (Home)

Email (Correspondence)

2.2 Criminal Convictions

If you have a relevant criminal conviction, enter X in the box
 (Please see the Guidance Notes to Applicants for a definition of relevant criminal convictions – these can be found at: www.cardiff.ac.uk/studyabroad)

I wish to receive future correspondence about my application in: English Welsh

(Note: We will only produce correspondence in one language. If you select Welsh, all correspondence will be produced in Welsh)

3. Academic Qualifications

All applicants should send certified copies of academic and professional qualifications obtained, where applicable.

3.1 Please state which University/College you are currently attending _____

3.2 Please state your current year of study (e.g. 1, 2, 3)

3.3 Please state your Grade Point Average (GPA)

3.4 Please state the title of the degree you are currently studying towards _____

3.5 Pending/Most Recent Qualifications

Please provide details of your most recent/pending qualifications.

School/College/University (including full address and country in which studying)	Dates of Attendance		Qualification (including grade if awarded)	Subject	Date Qualification Awarded/Results Expected (mm/yy)
	From (mm/yy)	To (mm/yy)			

3.6 Qualifications Obtained

Please list any other relevant academic qualifications obtained from the age of 16 onwards.

School/College/University (including address and country)	Qualification (including grade)	Date Obtained (mm/yy)	Full-time, Part-time or Distance Learning

4. Funding: How do you plan to fund your studies? (please tick relevant box)

<input type="checkbox"/> I have a scholarship/grant	Please give the name of the individual or organisation funding your scholarship/grant. _____
<input type="checkbox"/> I will be applying for a scholarship/grant	Please give the name of the individual or organisation to whom you are applying. _____
<input type="checkbox"/> I will be funded by my employer	Please give the name and address of your employer. _____
<input type="checkbox"/> I will be paying or funding my fees via a third party agent	Please give the name and address of the third party agent who will be paying your fees. _____
<input type="checkbox"/> I will be funding my studies in some other way	If you are funding your studies in another way, please specify. _____

5. Personal Statement

*Please provide information that is relevant to your application for admission, e.g. why do you wish to follow this programme? What benefits do you expect to gain from it? What skills and experience do you possess which make you a suitable applicant?

**(continue on a separate sheet if necessary)*

6. English/Welsh Language Competency

My first language is: English <input type="checkbox"/> Welsh <input type="checkbox"/> Another language <input type="checkbox"/>		
I am currently studying through the medium of English Yes <input type="checkbox"/> No <input type="checkbox"/>		
Do you have any of the following English Language qualifications?		
Qualification *	Grade/score	Date of examination
GCSE /O Level		
IELTS		
TOEFL		
High School Diploma		
Other (e.g. first degree through the medium of English)		

**Study Abroad applicants may be expected to provide proof that they have obtained the required level of English competency for the proposed course of study (e.g. photocopy of certificate).*

7. Confidential References

You must provide the names and addresses of two referees. You may also be contacted for additional references.

The referees should be two people who have knowledge of your academic or professional ability. If you are currently a student or have recently completed your studies, at least one of the referees must be a teacher from your school or college or a lecturer from your university. You are advised to send forms/letters of reference with this application in a sealed envelope. You may use the referee form available online at www.cardiff.ac.uk/studyabroad or letters may be typed in the style of your referee's choosing. Letters or forms should be officially stamped when possible, and should include the postal address, telephone number, fax number, and email address of the referee.

1st Referee _____	2nd Referee _____
Address _____	Address _____
_____	_____
City/Town _____	City/Town _____
Postcode/Area Code _____	Postcode/Area Code _____
Country _____	Country _____
Knowledge of applicant _____	Knowledge of applicant _____

8. How did you learn about Study Abroad opportunities at Cardiff University?

- World Wide Web Study Abroad Brochure Word of Mouth
- Study Abroad Fair Former Students

Advertisement (please specify) _____

Other (please give details) _____

9. I confirm that to the best of my knowledge the information given in this form is true, correct and accurate, and no information requested or other material information has been omitted.

Signature of Applicant _____ Date _____

Checklist - please make sure that you include the following:

- Application form (signed and dated) 2 Referee report forms/letters and contact details of the 2 referees
- Equal Opportunities form Copies of relevant transcripts

Completed forms and supporting documents should be sent to:

Study Abroad Office, Communications and International Relations Division, Cardiff University, Deri House, 2-4 Park Grove, Cardiff, CF10 3PA, Wales, UK

or emailed to: studyabroad@cardiff.ac.uk

Further information about the University is available at www.cardiff.ac.uk/studyabroad

1998 Data Protection Act

The University Registry will process this data for the purpose of Education Administration in accordance with the University's Data Protection Policy and your rights under the Data Protection Act 1998. Recruitment Data may also be used for the identification of potential students and the administration of promotional campaigns. It is made available to our International Office, relevant academic and administrative departments, and to agents contracted by the University for particular recruitment related projects. Cardiff University is a registered charity, no. 1136855