



## Section 5: Work Experience

Please list chronologically below details of all your work experience, training and employment, (paid or unpaid).

Approximate Dates (from-to)	Name of employer/training body	Full-time or part-time	Job title & nature of work/training

## Section 6: Funding

Who will pay your tuition fees, for the duration of the course? (Please tick as appropriate)

Yourself

Sponsor

Please give details: \_\_\_\_\_

## Section 7: English

TOEFL / IELTS / Other score \_\_\_\_\_ Date Obtained \_\_\_\_\_

Please provide documentary evidence of any English Language qualifications you have obtained.

Please tick to confirm that this evidence is provided

## Section 8: Personal Statement

A personal statement must be attached. Please tick to confirm that the statement is attached

## Section 9: Referee Details

Please provide two reference letters. The referees must have knowledge of your academic or professional ability.

**Please attach your references. Do not send separately.** Please tick to confirm that references are attached.

## Section 10: Further Information

Where did you first hear about the University? \_\_\_\_\_

\_\_\_\_\_ Please quote number of the relevant source in note 10

## Section 11: Equal Opportunities and Disability/Dyslexia Monitoring Ethnic Monitoring:

Please complete this section to allow us to monitor equal opportunities. All information will be treated as confidential.

Please quote the reference number for your ethnic background given in section 11 of the notes

Other ethnic background: \_\_\_\_\_

Please tick the box provided if you have a specific need that may require extra support or special facilities.

This information will be treated confidentially. You will be contacted by the University to discuss your requirements.

Please specify the nature of your disability: \_\_\_\_\_

## Section 12: Declaration

DECLARATION: I CONFIRM THAT, TO THE BEST OF MY KNOWLEDGE, INFORMATION GIVEN IN THIS FORM IS CORRECT AND COMPLETE. I HAVE READ THE INSTRUCTIONS, IN PARTICULAR THOSE RELATING TO THIS SECTION. I UNDERSTAND WHAT THEY SAY, AND I AGREE TO ABIDE BY THE CONDITIONS SET OUT, WHICH I ACCEPT AS CONDITIONS OF THIS APPLICATION.

Applicant's Signature \_\_\_\_\_ Date   /   /

Data Protection Act 1998 – In order to properly administer your studies and fulfil its associated statutory obligations, the University of Glamorgan will process the personal details collected via this form (including disclosure to specific external bodies) strictly within the limits of the Data Protection Act 1998.

# Notes for the completion of the International Application Form

- Please complete the application clearly in block capital letters and in black ink.
- Take particular care to make sure your name and contact details can be clearly read.
- Please complete all sections of the application form.
- Failure to complete the application and/or provide the supporting documents requested will mean your application will not be processed.

## PLEASE ENSURE THAT YOU ATTACH THE FOLLOWING DOCUMENTS TO YOUR APPLICATION FORM:

- **A Personal Statement explaining why you wish to study at Glamorgan.**
- A complete set of academic transcripts and certificates for all your educational qualifications.
- Two references which should include your most recent employer and teacher/academic. Please remember that references from family members are not acceptable.
- Proof of an English Language qualification (see Section7).
- Please attach your Curriculum Vitae (CV) if appropriate.

If you have any queries on completing this application please e-mail: **international@glam.ac.uk**

Please return application to:

**International Recruitment Office  
University of Glamorgan  
Pontypridd  
CF37 1DL  
United Kingdom  
Tel: + 44 (0) 1443 484284  
Fax:+ 44(0) 1443 482927  
international@glam.ac.uk  
www.glam.ac.uk/international**

## Section 1: Applicant Details

1. Please complete all sections.
2. Applicants must be over 18 years of age at the start of their course.

## Section 2: Proposed Course

1. International Students must study a full-time course.
2. Print the course name clearly after checking the prospectus or website.
3. All research applicants must remember to add a research proposal with the application.
4. If you are applying for more than one course, please list in order of priority.

## Section 3: Further Applicant Details

1. Agents and applicants must ensure that the applicant's address, telephone number and e-mail address is provided.
2. The permanent address must be the applicant's address.
3. It is acceptable to provide a mobile number as your main contact number.
4. The applicant's e-mail address must be provided; the Agent's e-mail address is not sufficient.

## Section 4: Qualifications

1. Please complete fully, placing you most recent qualification first.
2. This section should clearly show your formal educational background, including secondary school.
3. Ensure that any future results you are waiting for are marked 'Pending'.
4. Please provide a copy of all your certificates and transcripts with translations where necessary.

## Section 5: Work Experience

1. Please add details of work experience relevant to your application.
2. Please be aware that two years minimum post graduation work experience is needed to apply for the MBA. You should include the work experience in a detailed CV and provide employer references.
3. Additional information with regard to work experience can be attached separately.

## Section 6: Funding

1. Please provide the name of your sponsor e.g. Government, Business or Organisation.
2. If you or any members of your family are paying for your course please tick 'yourself'.

## Section 7: English

Please provide details of English Language qualifications. This can include O-Levels, GCSE, A-Levels, SSCE, WAEC, HSC, IELTS, TOEFL etc.

## Section 8: Personal Statement

You must attach a personal statement explaining why you wish to study the course for which you are applying and why you are suitable for this course.

## Section 9: Referee Details

Please attach two references to the application. The referees must have knowledge of your academic or professional ability, and should therefore be your current or most recent employer and your current or most recent teacher/lecturer. The references should be written on headed paper.

## Section 10: Further Information

Please indicate where you first heard about the University by including the number of the appropriate source given below:

Internet	1	Careers/Educational Fair	6
Career Service	2	Word of mouth	7
Advertisement	3	British Council	8
Prospectus	4	Other	9
Agent	5		

## Section 11: Equal Opportunities and Disability/Dyslexia Monitoring

1. Please complete the section on Ethnic monitoring by quoting the appropriate reference number. By completing this section it allows us to monitor equal opportunities. All information is treated as confidential.

Asian or Asian British - Indian	1	Mixed - White and Black African	7	Other mixed background	12
Asian or Asian British - Bangladeshi	2	Mixed - White and Black Caribbean	8	Other white background	13
Asian or Asian British - Pakistani	3	Mixed - White and Asian	9	White - British	14
Black or Black British - African	4	Other asian background	10	White - Irish	15
Black or Black British - Caribbean	5	Other black background	11	Other ethnic background/Not known	16
Chinese or other ethnic background - Chinese	6				

2. Please tick the box if you have any disability (impairment) or specific learning difficulty which may require additional support for you to successfully complete your studies. This may include:

- Autistic Spectrum Disorder/Aspergers Syndrome
- Blind/partially sighted
- Deaf/hearing impairment
- Dyslexia or other specific learning difficulty
- Mental health difficulties
- Multiple disabilities
- Wheelchair user/mobility difficulties

## Section 12: Declaration

1. Your application will not be processed unless it is signed and dated.
2. You will be required to bring original copies of certificates and transcripts when you enrol.
3. By signing this application form you acknowledge that you understand and agree to your details being disclosed to staff within the University and to relevant authorities if deemed necessary by the University.
4. If you are found to have provided incomplete, inaccurate or misleading information or documentation the University reserves the right to take appropriate action.
5. If you accept an offer and fail to attend without explanation, the relevant authorities will be informed.

**REMEMBER TO CHECK THAT YOU HAVE COMPLETED ALL SECTIONS OF THE APPLICATION AND ATTACHED ALL DOCUMENTATION**