

Postgraduate Taught Admissions, Academic Registry, Loughborough University, Leicestershire LE11 3TU, UK  
 pgtaught@lboro.ac.uk www.lboro.ac.uk/prospectus/pg

## Application for Admission to a Postgraduate Taught Programme

(Please complete in **BLACK INK** using **BLOCK CAPITALS**, providing as much information as possible, and return with 2 sealed references and evidence of qualifications and transcripts of your academic record).

<b>Title</b> Mr, Mrs, Ms, Miss, Dr, Prof.	<b>Forenames</b>	<b>Surname or Family Name</b>
<b>Date of Birth</b> [D][D][M][M][Y][Y]	<b>Gender</b> <input type="checkbox"/> Male <input type="checkbox"/> Female	<b>Country of Birth</b>
<b>Nationality</b>		<b>Country of Permanent Residence</b>
<b>Correspondence Address</b> – Please state the dates for which you want post sent to this address From [D][D][M][M][Y][Y] to [D][D][M][M][Y][Y]  <b>Tel. No.</b> <span style="float: right;"><b>Mobile No.</b></span> <b>Fax No.</b> <span style="float: right;"><b>E-mail</b></span>		
<b>Permanent Address</b> (if different) – Please state the dates for which you want post sent to this address From [D][D][M][M][Y][Y] to [D][D][M][M][Y][Y]  <b>Tel. No.</b> <span style="float: right;"><b>Mobile No.</b></span> <b>Fax No.</b> <span style="float: right;"><b>E-mail</b></span>		
<b>Name of Proposed Programme of Study</b>		
<b>Method of Study</b>  Full time <input type="checkbox"/> Part time <input type="checkbox"/> Distance Learning <input type="checkbox"/>	<b>Commencement Date</b>	<b>Completion Date</b>

**Academic/Professional Qualifications:**

Give details of all undergraduate and postgraduate study and any other academic or professional qualifications relevant to your application, including any qualifications for which you are studying or awaiting results. State type of degree or qualification, the subject studied, the obtained or predicted class or GPA, the University or institution by which it was awarded, the dates of study and the date of award. **It is essential that you provide as much information as possible as this will be used to assess your suitability for your chosen programme.**

Degree or Qualification	Subject	Class or Cumulative GPA	University or Institution	Dates of Study		Date Awarded
				start	finish	

*Note: Copies of certificates awarded for the above qualifications and full transcripts must be attached to this application.*

**English Language Qualifications:**

GCSE English Language Grade:

Date Taken:

Cambridge Cert. of Proficiency Grade:

Date Taken:

TOEFL Score:

Date Taken:

Other English Language Qualification:

Date Taken:

International Baccalaureate (IB):

Date Taken:

If you have not yet obtained an English Language qualification please indicate the

IELTS Score:

Date Taken:

Test Date:

Qualification Type:

**Please note that documentary evidence of your English Language qualifications must be provided. Further guidance on Loughborough University's English Language requirements can be found at [www.lboro.ac.uk/pgt/englishlang](http://www.lboro.ac.uk/pgt/englishlang)**

**Experience:**

Give details of all periods of employment or voluntary work lasting more than three months. State dates, position and employer. Please continue on a separate page if necessary.

**Special Needs:**

Please outline any special needs support that you may require in order to fully undertake your studies as a consequence of any disability or medical condition. Please continue on a separate page if necessary.

**Assessment of Fees:**

In order to assist the University to assess your status for the purpose of fees, please indicate the exact dates of your residence in the E.U. (if any) and the purpose for which you were so resident. If necessary please continue on a separate page and attach any copies of relevant documents. For guidance on Fee Status assessment please refer to <http://www.lboro.ac.uk/admin/ar/funding/international/status/index.htm>

**Criminal Convictions:**

If you have a relevant criminal conviction, enter X in the box.

Please see [www.lboro.ac.uk/registry/admissions/convictions](http://www.lboro.ac.uk/registry/admissions/convictions) for clarification of what a relevant criminal conviction is as well as general guidance on this question.

**Financial Support:**

What will be your financial support? Will your studies be funded by:

(a) Yourself / Family?  (b) Your Employer?  (c) Any Other Sponsor?

If (b) or (c) please give name and address of person or body responsible for payment of your fees:

Have you applied for this support? YES/NO      Have you obtained this support? YES/NO

**Referees:**

Give the names, positions and addresses of the two persons who have enclosed sealed references in support of your application who have knowledge of your ability to undertake the proposed study. If you have not enclosed references it is your responsibility to ensure these are sent to the University as we do not contact your referees.

**1.****2.****Fax No.****E-mail****Fax No.****E-mail****Publicity:**

Please indicate below the two most important sources of information used in making your decision to apply to Loughborough University.

<b>(a) University Prospectus (printed)</b>		<b>(f) University WEB Pages</b>	
<b>(b) Department Brochure (printed)</b>		<b>(g) Other WEB Material (please state)</b>	
<b>(c) Other Printed Material (please state)</b>		<b>(h) Local Agent (please state)</b>	
<b>(d) Friends and Relatives</b>		<b>(i) Teachers/Lecturers at School/College/University</b>	
<b>(e) Loughborough University Staff</b>		<b>(j) Higher Education Fair</b>	

**Other applications:**

Please indicate any other universities and courses to which you have applied.

**Declaration:** *I confirm that the above information is correct to the best of my knowledge.*

I have enclosed:

sealed references  documentary evidence  transcripts  evidence of   
of degree / qualifications English language

*Loughborough University requires the information on this form for the purposes of processing your application for postgraduate study. All personal information will be treated strictly in terms of the Data Protection Act 1998. Students registering with the University will be asked to read and sign a data protection statement.*

We may also contact you with other relevant information about Loughborough University including details of open days and other events. Please tick this box if you do not wish the University to contact you with you this type of information.

Please tick this box if you do not wish the University to discuss your application with a third party, such as a family member, sponsor, etc.

Signed ..... Date .....

Please return to: **Postgraduate Taught Admissions, Academic Registry, Loughborough University, Leicestershire LE11 3TU, UK**

## EQUAL OPPORTUNITIES POLICY

The University has an Equal Opportunities policy. We are committed to ensuring that all applicants are treated equally regardless of their gender, race, colour, ethnic origin or disability.

To help us monitor the implementation of this policy we would be grateful if you would complete the following questions. Your answers will be detached from your application form on receipt, and used solely to evaluate the effective operation of the Equal Opportunities Policy. Your answers will therefore not affect your application in any way. Please note that if we do not receive this form we shall record 'information refused' against ethnic origin and 'no known disabilities'.

Please show which group best describes your ethnic origin or descent by ticking **ONLY ONE** of the boxes below:

- White (10)
- White – British (11)
- White – Irish (12)
- White Scottish (13)
- Irish Traveller (14)
- Other White Background (19)
- Black or Black British – Caribbean (21)
- Black or Black British – African (22)
- Other Black Background (29)
- Asian or Asian British – Indian (31)
- Asian or Asian British – Pakistani (32)
- Asian or Asian British – Bangladeshi (33)
- Chinese (34)
- Other Asian Background (39)
- Mixed – White and Black Caribbean (41)
- Mixed – White and Black African (42)
- Mixed – White and Asian (43)
- Other Mixed Background (49)
- Other Ethnic Background (80)
- Not Known (90)
- Information Refused (98)

*Please continue on the other side of the page*

**Please indicate below if you have any of the following disabilities:**

- Dyslexia (01)
- Blind / are partially sighted (02)
- Deaf / have a hearing impairment (03)
- Wheelchair user / have mobility difficulties (04)
- Personal care support (05)
- Mental health difficulties (06)
- Unseen disability e.g. diabetes, epilepsy, asthma (07)
- Multiple disabilities (08)
- A disability not listed above (09)
- No known disabilities (00)

For departmental use only

# University Decision

Programme .....

Date of Entry .....

Unconditional offer

Conditional offer:

English Language

Obtain 2:1

Obtain 2:2

(or Equivalent – Please State)

Documentary Evidence of Qualifications

Other Conditions .....

.....

.....

Reject Code

**SPECIAL CASES BOX for applications not satisfying standard entrance requirements.**

Comments in support of the candidate's application (This section to be completed by the Course Tutor)

**Decision** (This section to be completed by ADT)

Approve / Do not approve    Signature .....    Date .....  
(Delete as appropriate)

(Additional conditions) .....

**Scholarship/Bursaries (this must be completed for ALL applicants being made an offer)**

Selected for Loughborough University Graduate School International Scholarship (25% of tuition fees): YES/NO

Selected for Departmental Graduate School Scholarship (UK/EU £2,000): YES/NO

Selected for Departmental Scholarship: YES/NO    If YES Please State Amount £.....

Eligible for Departmental Bursary: YES/NO    If YES Please State Amount £.....

Eligible for Departmental Graduate School Bursary (UK/EU £1,000): YES/NO

Eligible for LU Alumni Bursary (to be completed by PGT): YES/NO

Please state any relevant information such as conditions relating to the award of the scholarship or eligibility of the bursary:

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Signed .....    Date .....  
(Admissions Tutor)

Signed .....    Date .....  
(Head of Department)

**For postgraduate office use only**

FEE STATUS:    UK/EU

International