

# Study Abroad Undergraduate Programme application form

For office use only

Please type or write clearly in block capitals in black ink. Tick boxes  as appropriate.

## 1. Your personal details and contact details

Title (Mr, Miss, Mrs, Ms, Dr, Mx. etc)

Family name

First name(s)

Official name (as it appears on your passport/national identity card)

Date of birth

|    |    |    |
|----|----|----|
| DD | MM | YY |
|----|----|----|

Previous family names

Address

Home

Correspondence (if different from home address)

Line 1

|  |  |
|--|--|
|  |  |
|--|--|

Line 2

|  |  |
|--|--|
|  |  |
|--|--|

Line 3

|  |  |
|--|--|
|  |  |
|--|--|

City

|  |  |
|--|--|
|  |  |
|--|--|

Postcode (UK only)

|  |  |
|--|--|
|  |  |
|--|--|

Country

|  |  |
|--|--|
|  |  |
|--|--|

Email

|  |   |  |   |
|--|---|--|---|
|  | @ |  | @ |
|--|---|--|---|

**Telephone numbers** (please include full country and area code)

Mobile

Other

Area Code

## 2. Your proposed programme of study and degree choice

Which award do you want to study for?

Certificate (1 semester)

Diploma (2 semesters)

When would you like to start?

September

January\*\*

Course title

\*\*Please see website [www.shu.ac.uk/international/exchanges-and-study-abroad-programmes/study-abroad-programme](http://www.shu.ac.uk/international/exchanges-and-study-abroad-programmes/study-abroad-programme) for start dates available by course.

### 3. Nationality and immigration

Country of birth (the country where you were born)

Nationality (which country issues your passport)

Country of domicile (the country where you are permanently resident)

Do you require a visa to study in the UK?

Yes  No

State type of visa (eg Student)

If no, do you already have a visa?

Yes  No

**If you answer yes to the above question please attach a copy of your passport  
If you answer no to the above question please go to section 4**

Have you previously studied in the UK?

Yes  No

Are you currently in the UK?

Yes  No

When did you first enter the UK?

|    |    |    |
|----|----|----|
| DD | MM | YY |
|----|----|----|

If yes, what visa do you currently hold

Have you ever been refused a visa for entry into the UK

Yes  No

If yes, please provide refusal documentation

Have you ever been refused entry into the UK

Yes  No

If yes, please provide refusal documentation

Have you ever been subject to any notice, or removal from the UK by the Home Office, due to overstaying leave to remain?

Yes  No

If yes, please provide refusal documentation

### 4. English language proficiency

To enrol on the course, you are required to have an IELTS certificate from an approved centre. You can apply for the course while you are waiting for your results.

Have you taken your IELTS test?

Yes  No

If yes, please provide the details of your award below and include the IELTS certificate with your application.

Overall score

Date of award

Listening

Reading

Writing

Speaking

Would you like to be considered for our Pre-sessional English for Academic Purposes course?

Yes  No

For more information visit [www.shu.ac.uk/about-us/academic-departments/the-tesol-centre](http://www.shu.ac.uk/about-us/academic-departments/the-tesol-centre)

For EU students, local equivalent qualifications may be acceptable. For further details, email [studyabroad@shu.ac.uk](mailto:studyabroad@shu.ac.uk)

## 5. Current Education

Please give details of your current institution and attach your year 1 transcripts

The Study Abroad programme is only open to those students who have already completed 1-2 years of an undergraduate programme in their home country and who intend to return and complete their studies after their time in the UK

| Institution<br>(name and address) | Current course title | Modules completed<br>(Include credit value) | Level achieved | Language of<br>Instruction |
|-----------------------------------|----------------------|---|----------------|----------------------------|
|                                   |                      |   |                |                            |

## 6. Financial information

How do you intend to pay for your module fees?

Personal/family resources     Employer     Sponsorship     Scholarship     Government body

If you are not a self-funding applicant, please give the name and address of your sponsor below.

|   |              |           |
|---|--------------|-----------|
| Name of sponsor   |              |           |
| Address   |              |           |
| Postcode  |              |           |
| Country   |              |           |
| Email address   |              |           |
| Phone number<br><small>(Including full country and area code)</small> | Country code | Area Code |

All module fees are to be paid prior to enrolment on the study abroad programme

## 7. Application Support

If you have been told about this opportunity or had support with your application from a study abroad organisation, an education organisation or an education agent, please add their details below:

|   |              |           |
|---|--------------|-----------|
| Name  |              |           |
| Address   |              |           |
| Postcode  |              |           |
| Country   |              |           |
| Email address   |              |           |
| Phone number<br><small>(Including full country and area code)</small> | Country code | Area Code |

## 8. Data protection statement

### All Applicants – Personal Data

Sheffield Hallam University is a registered data controller and will process your personal data in accordance with the General Data Protection Regulation (GDPR), the Data Protection Act 2018 and other applicable legislation.

The University will use your personal data to process your application and for the purpose of making course offers and entering into a student contract with you. You will receive communications from us that are necessary for the University to process your application, make course offers and prepare for enrolment. The information from your application form will be used to set up a student record on the University's student information (SI) system. The University may contact other institutions to confirm previous qualifications obtained. We may also invite you to provide feedback on your experiences to help us improve our services.

Personal data is never sold to a third party. The University seeks to comply fully with data protection laws and ensures all our contractors and suppliers also comply. **For more information about how your personal data is used and who your data may be shared with, please see our Privacy Notice for Student Applicants: [www.shu.ac.uk/about-this-website/privacy-policy/privacy-notice-for-student-applicants](http://www.shu.ac.uk/about-this-website/privacy-policy/privacy-notice-for-student-applicants)**

### All Applicants – Marketing Options

From time to time the University would like to send you further information that we feel, based on your enquiry, will provide helpful information and advice whilst you are considering applying to university. If you do not want to hear from us, you have the right to object and can unsubscribe from contact by the channels listed below. If you don't want to hear from us please tick all 5 boxes.

I do NOT wish to receive further information by

Post  Text  Phone  Email  Social Media

You can update these options and unsubscribe from mailings at any time by emailing [askhallam@shu.ac.uk](mailto:askhallam@shu.ac.uk). You will automatically be removed from our mailing list after 2 years.

### International Applicants Only

In order to prevent and detect fraud and comply with regulations for international students we reserve the right to, or may be required to, share this information with external organisations such as the police, the Home Office, the Foreign and Commonwealth Office, the UK Visa's and Immigration and local authorities. The University is required to check international students' eligibility to study in the UK. This may require the University to liaise with and exchange data with the Home Office or related Government agencies in relation to students' visa history and/or immigration history, during the admissions process.

I consent to the Home Office, or related Government agency, releasing information about my immigration history to the University for these purposes. This may include sensitive personal data about any orders, warnings, convictions or other penalties relevant to immigration. (Please note that failure to provide consent by ticking the above box may delay the processing of your application.)

If you have a query about how your data is used by the University, or would like to make a complaint about how the University has used your personal data, please contact our Data Protection Officer: [DPO@shu.ac.uk](mailto:DPO@shu.ac.uk). For more information about your data protection rights see: [www.shu.ac.uk/about-this-website/privacy-policy/data-subject-rights](http://www.shu.ac.uk/about-this-website/privacy-policy/data-subject-rights)

## 9. Declaration

Please read and then sign the declaration statement below:

Any offer of a place to study on a course at the University will be made subject to the University's Terms and Conditions and Student Regulations. It is therefore important that you read and understand the University's Terms and Conditions and Regulations. These can be accessed at [www.shu.ac.uk/study-here/terms-and-conditions-and-student-regulations](http://www.shu.ac.uk/study-here/terms-and-conditions-and-student-regulations).

If you provide false, incomplete or misleading information to the University as part of this application, the University may withdraw any offer of a place made to you. Full details of the University's Admissions Regulations can also be accessed at [www.shu.ac.uk/study-here/terms-and-conditions-and-student-regulations](http://www.shu.ac.uk/study-here/terms-and-conditions-and-student-regulations).

If you have any queries about the University's Terms and Conditions or the Student Regulations please contact us at [new-applications@shu.ac.uk](mailto:new-applications@shu.ac.uk) before signing this application form.

I confirm that, to the best of my knowledge:

- the information I have given in this form is true, complete and accurate; and
- I have included all relevant information in this form.

Applicant's  
signature

Date

## 10. Disabilities and support needs

If you declare a disability this will not be a factor in the university's decision as to whether or not to offer you a place. However it is important that the University knows if you have any specialist needs in order that we can provide you with appropriate support and facilities.

This information will remain strictly confidential.

Do you consider yourself to have a disability

Yes  No  Prefer not say

Type of disability

- |   |  |
|---|--|
| <input type="checkbox"/> Specific learning disability e.g. dyslexia, dyspraxia etc. | <input type="checkbox"/> Blind/partially sighted             |
| <input type="checkbox"/> Deaf/hearing impairment                                    | <input type="checkbox"/> Wheelchair user/mobility difficulty |
| <input type="checkbox"/> Autistic spectrum disorder/Asperger's syndrome             | <input type="checkbox"/> Mental health difficulty            |
| <input type="checkbox"/> Multiple disabilities                                      | <input type="checkbox"/> Personal care support               |

Unseen disability e.g. diabetes, cancer, epilepsy, asthma etc

Other

Nature of support required

## 11. Equal opportunities monitoring

Ethnic origin

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> White                              | <input type="checkbox"/> Asian or Asian British – Pakistan   | <input type="checkbox"/> Mixed – white and Asian |
| <input type="checkbox"/> Gypsy or traveller                 | <input type="checkbox"/> Asian or Asian British – Bangladesh | <input type="checkbox"/> Other mixed background  |
| <input type="checkbox"/> Black or black British – Caribbean | <input type="checkbox"/> Chinese                             | <input type="checkbox"/> Arab                    |
| <input type="checkbox"/> Black or black British – African   | <input type="checkbox"/> Other Asian background              | <input type="checkbox"/> Other ethnic background |
| <input type="checkbox"/> Other black background             | <input type="checkbox"/> Mixed – white and black Caribbean   | <input type="checkbox"/> Prefer not say          |
| <input type="checkbox"/> Asian or Asian British – Indian    | <input type="checkbox"/> Mixed – white and black African     |  |

Religion

- |                                       |   |                                      |
|---------------------------------------|---|--------------------------------------|
| <input type="checkbox"/> Bahá'í Faith | <input type="checkbox"/> Muslim                       | <input type="checkbox"/> No religion |
| <input type="checkbox"/> Buddhist     | <input type="checkbox"/> Sikh                         | <input type="checkbox"/> Pagan       |
| <input type="checkbox"/> Hindu        | <input type="checkbox"/> Any other religion or belief | <input type="checkbox"/> Christian   |
| <input type="checkbox"/> Jewish       | <input type="checkbox"/> Prefer not say               | <input type="checkbox"/> Other       |

Gender

- Male  Female  Other  Prefer not say

## 12. Final check List

### 1. Please check you have supplied all the required information on this checklist

- Complete all sections of the application form       Sign the declaration (Section 9)       Selected up to 60 credits per semester of study

### Attach the following supporting documents to your application

- Full transcripts of all your relevant academic qualifications translated into English  
(Including transcripts of year 1 of undergraduate study, if you have these available)
- IELTS certificate (if you have already taken the test or other English qualifications)
- A copy of the personal details page of your passport
- A copy of any UK visas and evidence of previous academic study in the UK (if applicable)
- A copy of any visa refusal documents (if applicable)

### 2. Please note the following deadlines:

1 August for September study, 1 December for January study

Applications received after the deadline cannot be considered

### 3. Please send your application and supporting documents to

Email: [specialistroutes@shu.ac.uk](mailto:specialistroutes@shu.ac.uk)