

Undergraduate application form

For single application to
University of the West of Scotland
(for EU applicants)

PLEASE READ THE NOTES SECTION. COMPLETE FORM IN BLOCK CAPITALS.

EU students, who wish to apply for a single undergraduate programme at University of the West of Scotland only, should use this form to apply. You must **not** use this form if you have already applied, or intend applying, through universities and colleges admissions service (UCAS) for entry in the current cycle.

If you apply through UCAS any offer made on this application will be void.

**Return to: Admissions Office (EU Applications), University of the West of Scotland,
Paisley Campus, Paisley, PA1 2BE, Scotland, UK.**

1. PERSONAL DETAILS

Surname/Family name:

Forename:

Title (Mr/Mrs/Ms/Miss/Other):

Middle name(s):

Gender (tick appropriate box):

Male

Female

Date of birth: D D / M M / Y Y Y Y

Home
phone:

Correspondence
phone:

Mobile:

Email address:

Previous surname/family name:

Home address:

Town:

Country:

Postcode:

Correspondence address (if different):

Valid from:

Until:

Town:

Country:

Postcode:

For office use only

UK

EU

OS

Nationality:

RESIDENTIAL CATEGORY (please circle appropriate letter)

A UK citizen/EU national

B indefinite leave to remain or enter the UK

C refugee status

D EEA (European Economic Area) national

G UK/EU outside EEA

H currently seeking asylum in UK

N not known

O other (please specify)

2. PROGRAMME CHOICE (If this section is not completed, it will delay the processing of your application)

Course title:

UCAS course code:

Campus:

Point of entry (eg Year 1):

Year of entry:

How many trimesters do you intend to study with us for? (tick appropriate box):

1

2

3

FEE PAYER (please circle appropriate number)

01	Entire cost of fees is paid by private finance
02	Student Award Agency for Scotland (SAAS)
04	Contribution from a Research Council
05	Contribution from the Department of Health or a Regional Health Authority
06	Overseas student award from UK Government or the British Council
07	Contribution from a training agency
08	Other UK Government award
09	Contribution from an overseas agency, government, university or industry
10	Contribution from UK industry or commerce
90	Other source of finance

If you are an overseas national, when did you enter the EU to live?

(enter date): D D / M M / Y Y Y Y

Are you currently, or have you ever been, a student at: University of Paisley? Yes No Bell College? Yes No
 University of the West of Scotland? Yes No

If yes, give your surname/family name at time of your enrolment:

Last year of attendance:

Matriculation number/Banner ID (if known):

What is the name of the last educational institution that you attended as a student?

Institution:

Town:

Type (tick appropriate box): School College University

3. EDUCATION

School, college or university education (including current institution):

Name & address of institution	From	To

ACADEMIC QUALIFICATIONS - Complete 3B, 3C, 3D as appropriate

3B. Examinations for which results are known (SEE NOTES UNDER INFORMATION FOR APPLICANTS):

Applicants must list all subjects taken, whatever the results, in chronological order. Group together all subjects taken at one sitting. Please also state if your studies were on a full-time or part-time basis. **NB: Please enclose a copy of transfer of prior credit in English.**

Examination

Month	Year	Subject	Level	Full-time/part-time	Results (Grades or Bands)

Proof of English Language level (i.e. Qualification obtained):

3C. Title of qualification you are working towards:

Overall duration of programme: _____

N.B.: Even if you are including copies of your transcripts you **MUST** complete part 3C.

3D. Examinations to be taken, or results pending:

(if none, write 'NONE'). Please also state if your studies are on a full-time or part-time basis.

Examination

Month	Year	Subject	Level	Full-time/part-time	Results (Grades or Bands)

4. EMPLOYMENT

Enter previous and present employment (if any) in chronological order:

Employer's name and address	Nature of work	From		To	
		Year	Month	Year	Month

5. FURTHER INFORMATION TO SUPPORT YOUR APPLICATION

a) Please state your **reasons for applying** for this programme and any further information relevant to your application:

b) Please provide details of the person who will provide an **academic reference** for you.

Please note it will be your responsibility to arrange for the provision of a reference.

Name: _____ Title: _____

Address: _____

Telephone number: _____ Fax number: _____

Email: _____

Occupation/Relationship: _____

Now please go to Section 6.

REMEMBER TO SIGN THIS APPLICATION FORM BEFORE RETURNING.
PLEASE NOTE THAT FAILURE TO DO SO WILL RESULT IN DELAYS IN PROCESSING
YOUR APPLICATION.

APPLICATION FORM (NOTES)

Please complete the information request overleaf and return with your completed application form.

RETURNING YOUR COMPLETED APPLICATION FORM

Admissions Office (EU Applications)
University of the West of Scotland
Paisley Campus
Paisley PA1 2BE
Scotland, UK

Information for applicants

NB: This application form is available electronically and in other formats if required. See www.uws.ac.uk for details.

Further information is also available in the undergraduate prospectus and on the University website www.uws.ac.uk

IMPORTANT NOTE:

Please ensure you complete and return this section of the form (section 9). It will be detached from your main application form prior to referral to an admissions officer.

SECTION 1:

We need details of previous names to make sure we do not create new records for a person whose details are already held on our systems. We may need a copy of documentary evidence of a change of name (you will be asked for this if necessary).

If you would like University correspondence to go to an address other than your permanent address please indicate this in the "Correspondence Address" section. This is the address that will appear on any letters and they will be sent to this address.

SECTION 2:

This information helps us to make sure we refer your application to the right person.

SECTION 3:

Information about school and further education qualifications already held enables the University to consider whether or not you meet any entry criteria that might apply. The information may also help to establish entitlement to credit towards the award for which you wish to study. Please enclose a copy of transfer of prior credit in English. Please enclose certified photocopies of certificates and transcripts. Originals may be required before you enrol. The information about the last educational institution you attended is required by the Higher Education Statistics Agency (HESA).

SECTION 6:

This information is asked for in order that the University can contact you to discuss any support needs, or reasonable adjustments that may be required in relation to your disability, during your lifetime of study. You are advised to contact the Enabling Support Team as soon as possible if you need support.

Ayr Campus - enablingsupport.ayr@uws.ac.uk

Dumfries Campus - studentservicesdumfries@uws.ac.uk

Hamilton Campus - enablingsupport.hamilton@uws.ac.uk

Paisley Campus - enablingsupport.paisley@uws.ac.uk

This information is also required by the Higher Education Statistics Agency (HESA) and to ensure that the University complies with the Special Educational Needs and Disability Act 2001 (SENDA).

SECTION 7:

Relevant criminal convictions are those convictions for offences against the person, whether of a violent or sexual nature, and convictions for offences involving unlawful supplying of controlled drugs or substances where the conviction concerns commercial drug dealing or trafficking. If you enter x in this box we will ask you for further information. If you are applying for courses in teaching, health, social work and courses involving work with children or vulnerable adults you must tell us about any criminal convictions, including spent convictions and cautions (including verbal cautions). The University will send you the appropriate documents to fill in if necessary.

SECTION 9: ETHNICITY

University of the West of Scotland recognises and values the benefits of a multicultural University, and is committed to ensuring that applicants are treated equally, irrespective of race, colour, nationality, ethnic or national origins. In order for the University to monitor the impact of policies you are invited to assist by providing details of your ethnic origin. This information will not be available to anyone making a decision on your application.

Surname/family name: _____

Forename: _____

Which of the following best describes your ethnic origin?
Please circle the appropriate number in the list below:

- 10 ___ White
- 14 ___ Irish Traveller
- 21 ___ Black or Black British - Caribbean
- 22 ___ Black or Black British - African
- 29 ___ Other Black background
- 31 ___ Asian or Asian British - Indian
- 32 ___ Asian or Asian British - Pakistani
- 33 ___ Asian or Asian British - Bangladeshi
- 34 ___ Chinese
- 39 ___ Other Asian background
- 41 ___ Mixed - White and Black Caribbean
- 42 ___ Mixed - White and Black African
- 43 ___ Mixed - White and Asian
- 49 ___ Other Mixed background
- 80 ___ Other Ethnic background
- 90 ___ Not known

For office use:

Banner ID number: _____

Entered (inits and date): _____