



Swansea University
Prifysgol Abertawe

Application for Admission to Postgraduate Study

Please read the accompanying Guidance Notes for Applicants before completing this form.
Please do NOT use this form to apply for an Erasmus Mundus or full-time LPC/GDL programme.
Please complete all sections in black ink.

1. PERSONAL DETAILS AND CONTACT INFORMATION

Surname/Family Name*	Previous Surname/Family Name <i>(if relevant)</i>	Title <i>(Mr/Mrs/Miss/Dr etc)</i>
<small>*Please ensure that the names listed on this form match your passport</small>		
Forenames/First names*	Preferred First name <i>(‘Known as’)</i>	Male/Female

Nationality <i>(as stated on your passport)</i>	Dual or Second Nationality	Country of Permanent Residence	Country of Birth	Date of Birth
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Correspondence Address:
 Valid until:

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Post/Zip Code:

Telephone No. *(including area code)*:

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Mobile No:

Email address:

Permanent Home Address:
(if different)

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Post/Zip Code:

Telephone No. *(including area code)*:

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Mobile No:

Email address:

Criminal Convictions

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

(See Section 1 of the Guidance Notes for Applicants for a definition of relevant criminal convictions)

Disability

The University encourages you to disclose your disability, medical condition, wellbeing difficulty or specific learning difficulty to ensure that we can advise you on the range of services and adjustments we can provide. Please tick the following box(es) as appropriate:

Code	Disability	Tick (where appropriate)
A	No known disability	
B	Autism/Asperger’s	
C	Blind/Visually impaired	
D	Hearing impaired/Deaf	
E	Unseen disability (diabetes, epilepsy, heart condition, cancer, etc)	
F	Wellbeing difficulties (including anxiety, depression and phobias)	
G	Dyslexia	
H	Wheelchair user/mobility difficulties	
I	Other disability	
J	Multiple disabilities/complex	

2. PROPOSED STUDY

2.1 TAUGHT PROGRAMME

Please indicate the languages to be pursued if you are applying for MA Professional Translation or MA Translation and Interpreting

Year of entry: Full or Part-Time:

Course Title please enter the exact title of the course - see www.swansea.ac.uk/postgraduate/taught

First choice course:

Tick Qualification Aim: MA MSc LLM PG Dip PG Cert MRes

What other course of study would you select if this course was unavailable? Please enter the exact title of the course

Second choice course:

2.2 RESEARCH PROGRAMME

Please note that it may be possible to commence an MPhil or PhD on one of the following dates: 1 Oct; 1 Jan; 1 Apr; 1 Jul (subject to approval of College)

Proposed start date: Full or Part-Time:

College/School:

Tick Qualification Aim: MPhil PhD EngD/DProf MD MA/MSc/LLM by Research

Proposed Title of Research or Topic/Area of Interest

Please attach a research proposal for your proposed project - maximum of 1500 words including references (this will not be required if you are applying in response to an advertised studentship)

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Have you already been in contact with an academic member of staff who has expressed an interest in being your supervisor?

Yes No If **YES**, please provide name of academic and College/School:

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If **NO**, please refer to University's website: www.swansea.ac.uk/postgraduate/research

Please note that you should not submit an application until you have discussed your proposed topic of research with a potential supervisor and that s/he has recommended that an application is made.

3. PROPOSED FINANCE

How do you propose to finance your programme of study at Swansea University?

Self-fund Scholarship (please provide letter) Employer Loan Applying for funding/Other*

*Please provide further information if you have selected Applying for funding/Other:

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Swansea University scholarships can be found at: www.swansea.ac.uk/postgraduate/scholarships

If you are applying in response to a Swansea University advertised research studentship, please give details:

Studentship name:

Proposed topic/title:

College and Supervisor:

Where did you hear about the award?

4. YOUR EDUCATION

4.1 UNDERGRADUATE/BACHELOR STUDY

Please give details of your first degree/Bachelor (or equivalent) qualification. You will need to provide a copy of your Bachelor certificate and transcripts (or Diploma Supplement) of all your results. If these are in a language other than English, you must include certified translations. If your results are not known at the point of application, please indicate when your results will be known in the 'Date of Award' field and send them to postgraduate.admissions@swansea.ac.uk as soon as they are published. If your degree is pending at the point of application, please include a partial transcript of grades obtained to date.

University attended (including full address and country in which degree studied):

Name of University:

Address:

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Official Name of Qualification: (e.g. Bachelor, Maîtrise, Ptychion, etc)	Bachelor Subject/major:
Result (if known): (e.g. class, GPA, percentage, etc)	Date of Award:

Dates of Attendance: From (dd/mm/yyyy) To (dd/mm/yyyy)

Language of instruction: Duration of course (no. of years studied):

Mode of study (tick as appropriate): Full-time Part-time Distance Learning

4.2 POSTGRADUATE/MASTER'S STUDY

Please provide details of your postgraduate (or equivalent) qualification(s). Please continue on a separate sheet, if necessary.

University attended (including full address and country in which degree studied):

Name of University:

Address:

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Official Name of Qualification: (e.g. MSc, Postgraduate Diploma, MPhil, etc)	Subject/major:
Result (if known): (e.g. class, GPA, percentage, etc)	Date of Award:

Dates of Attendance: From (dd/mm/yyyy) To (dd/mm/yyyy)

Language of instruction: Duration of course (no. of years studied):

Mode of study (tick as appropriate): Full-time Part-time Distance Learning

4.3 PROFESSIONAL QUALIFICATIONS Please enclose copies of relevant certificates and transcripts.

Title(s) of qualification(s):

Date achieved or to be awarded:

Method of Study *(full-time/part-time/distance learning)*:

Name of the institution or awarding body:

Membership of Professional Institutions (if applicable): *Please state the name of the institution of which you are a member, your level of membership, the date you became a member, its expiry date (if applicable) and your registration number.*

4.4 ENGLISH LANGUAGE PROFICIENCY

If English is not your first language you will have to provide documentary evidence of an acceptable level of English language ability. Additionally if you require a Tier 4 student visa to study in the UK and you are not from a 'majority speaking English country' as defined by the UK Home Office, you will need to provide evidence that you have achieved the required level: www.swansea.ac.uk/apply/englishlanguage requirements

If you have not yet achieved the required level, your offer will be conditional upon taking an approved test. It may be possible for you to attend a pre-session English language programme at the University's English Language Training Services department - www.swansea.ac.uk/elts/summeracademicpre-sessionalprogrammes

Qualification	Grade/Score	Date of most recent examination <small>(or forthcoming test)</small>
iGCSE/O level (or equivalent)		
IELTS Academic		
TOEFL IBT		
PTE Academic		
Cambridge (Advanced or Proficiency)		

4.5 WELSH LANGUAGE PROFICIENCY (UK STUDENTS ONLY)

Are you a fluent Welsh speaker? Yes No

If **YES**: Do you wish to receive your offer letter and all future communications through the medium of Welsh?
Ydych chi'n dymuno cael eich llythyr cynnig a phob gohebiaeth ysgrifenedig yn y dyfodol drwy gyfrwng y Gymraeg?

Ydw/Yes Nac ydw/No

5. YOUR EMPLOYMENT

Please give details of any current/previous employment history (with dates) which may support your application. Candidates applying on basis of work experience must enclose a curriculum vitae/resume to illustrate skills and experience relevant to your application.

Name and address of employer: <small>(Please state country if outside the UK)</small>	Start date <small>(dd/mm/yyyy)</small>	End date <small>(dd/mm/yyyy)</small>	Position held and main duties: <small>(Please state whether full or part-time)</small>

6. SUPPLEMENTARY PERSONAL STATEMENT

Please use this space to add information that is relevant to your application. For example:

- (i) Applicants for **taught courses** must provide a statement outlining their interest in the chosen programme of study - maximum of 500 words. Please provide information relevant to your application 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?
- (ii) Applicants for **research degrees** must attach a research proposal for your proposed project - maximum of 1500 words including references (this will not be required if you are applying in response to an advertised studentship, but please attach a copy of the advertisement.)

7. REFERENCES

Two people who have knowledge of your academic or professional ability must support your application by providing references. If you are a current student or have recently completed your studies, at least one of the referees must be a lecturer or professor from your university. It is your responsibility to obtain references in support of your application: the Postgraduate Admissions Office will not do this on your behalf. **Note: References must be completed using the official university forms.**

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Position:

Email address:

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Position:

Email address:

Please ensure you request permission from your nominated referees.

8. OTHER INFORMATION

8.1 UK/EU APPLICANTS ONLY

If you are an EU national (including the UK) but have lived outside the European Economic Area (EEA) for any periods over the last three years (other than holidays), please list your periods of residence outside the EEA and the purpose of your stay e.g. work, education, etc. You may be required to provide evidence.

Have you been a resident (other than holidays) in the EU for the three years prior to the start of your postgraduate study?

Yes No

If **NO**, please complete the following information:

Country:

Country:

Start Date:

Start Date:

End Date:

End Date:

Purpose:

Purpose:

8.2 (a) INTERNATIONAL APPLICANTS ONLY

PLEASE COMPLETE IF YOU ARE RESIDENT IN THE UK FOR A PURPOSE OTHER THAN EDUCATION/STUDY

On what date did you first enter the UK? (dd/mm/yy)	Is your permanent home in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>
Do you have Indefinite Leave to Remain in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>	Do you have Limited Leave to Remain? Yes <input type="checkbox"/> No <input type="checkbox"/>
Please outline your purpose for residency in the UK?	
<i>Please provide copies of your relevant visa/immigration document from UK Home Office</i>	

8.2 (b) INTERNATIONAL APPLICANTS ONLY EDUCATION/STUDY

The UK Government requires anyone who is a national of a country outside the EEA and Switzerland to obtain a Tier 4 visa to study. If you are admitted to Swansea University for a postgraduate course of study, we will be the sponsor of your Tier 4 visa. In order to sponsor you, we will require certain information that we must provide to the UK Home Office via a Confirmation of Acceptance for Studies (CAS).

Do you require a Tier 4 visa to study in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>	Do you have a valid passport*? Yes <input type="checkbox"/> No <input type="checkbox"/>
Passport No:	Passport Expiry Date
Do you currently hold a visa* to study in the UK? Yes <input type="checkbox"/> No <input type="checkbox"/>	Visa Expiry Date:

*Please enclose a copy of your passport and current student visa

8.3 INTERNATIONAL APPLICANTS ONLY ACADEMIC PROGRESSION/PREVIOUS STUDY IN THE UK

Please provide details of all of the previous courses you may have studied in the UK. Please declare all courses or parts of courses undertaken in the UK to date. This is even in cases where you may have **not** successfully completed a course. The information required relates to the time you spent studying in the UK on the stated qualification. Please also enclose copies of relevant visas/CAS statements provided to you by the UK institution. Please continue on a separate sheet, if necessary.

Title of course 1 previously studied:	No. of months spent in UK:
Start date:	End date:
Please tick the box to confirm that you have included your previous visa/CAS relating to this study: <input type="checkbox"/>	

Title of course 2 previously studied:	No. of months spent in UK:
Start date:	End date:
Please tick the box to confirm that you have included your previous visa/CAS relating to this study: <input type="checkbox"/>	

8.4 INTERNATIONAL APPLICANTS ONLY AGENT INFORMATION

Have you applied through an official Swansea University Agent? Yes No

If **YES**, please supply the following information:

Agent Company Name:

Advisor's Name: Agent Email:

Please note that if you are applying through an Agent, it is the responsibility of the Agent to provide full information and supporting documentation before your application can be fully processed.

8.5 INTERNATIONAL APPLICANTS ONLY ICWS

In the event that we are unable to offer you a place, it may be possible for your application to be considered for a programme offered by our partner college - International College Wales Swansea (ICWS).

If you are happy for us to forward your application form to ICWS for consideration, please tick here

9. HOW DID YOU LEARN ABOUT POSTGRADUATE OPPORTUNITIES AT SWANSEA?

You are or have been a Swansea student	<input type="checkbox"/>	An education fair/Agent*	<input type="checkbox"/>
Swansea University website	<input type="checkbox"/>	Social Media*	<input type="checkbox"/>
Prospectus	<input type="checkbox"/>	Advertisement*	<input type="checkbox"/>
Departmental brochure	<input type="checkbox"/>	Careers Office	<input type="checkbox"/>
Your own university	<input type="checkbox"/>	The British Council	<input type="checkbox"/>
A current or former Swansea student	<input type="checkbox"/>	Search Engine*	<input type="checkbox"/>
A graduate studies website*	<input type="checkbox"/>	Other*	<input type="checkbox"/>

* please give further details

10. DECLARATION

I confirm that, to the best of my knowledge and belief, the information given on this form is true, complete and accurate. I understand that any offer of a place at Swansea University will be based upon the information given in this form. Swansea University reserves the right to establish the authenticity of my application and it reserves the right to cancel my application if it transpires that false or misleading information has been provided in support of this application by me, by my referee or by any other person acting on my behalf. If new information becomes relevant I will contact the University's Postgraduate Admissions Manager with full details.

I accept that the information given on this form will be retained by the University and used for the purpose of processing my application, in accordance with the provisions of the Data Protection Act 1998.

I understand that the information stored by Swansea University may be used for reporting, both internally and externally and that the University may also check the information provided by verifying qualifications with any previous educational establishment I have attended and with the UK Home Office. I understand that in some cases my application data may also be shared externally where my course been developed in collaboration with third party organisations and where staff who are external to the University have a role in the admissions selection process. If accepted onto a postgraduate programme of study, I agree to abide by the University's rules and regulations.

Signature of Applicant: **Date:**

CHECKLIST - Please tick the box(es) to show which documents you have enclosed

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|-----------------------|--------------------------|--------------------------------------|--------------------------|
| Academic Certificates | <input type="checkbox"/> | English Language Certificates | <input type="checkbox"/> |
| Two references | <input type="checkbox"/> | Copy of Passport/Residence Permit | <input type="checkbox"/> |
| Letter of sponsorship | <input type="checkbox"/> | CV/Resume | <input type="checkbox"/> |
| Academic Transcripts | <input type="checkbox"/> | Personal Statement/Research Proposal | <input type="checkbox"/> |

Please send your completed application form and supporting documentation to:

**Postgraduate Admissions Office, Swansea University, Singleton Park,
Swansea, SA2 8PP, United Kingdom**