

International College Application Form

1. Complete both pages of the application form in full.
2. Attach certified copies of academic transcripts and examination results (translated if not in English) and Secure English Language Test (SELT) results if you have them.
3. Send to Kaplan International Colleges (see the third page for details).



University of the West of England

1. Contact details

| | |
|---|--|
| Family name or surname (as on passport): | Nationality: |
| First name (as on passport): | Passport number: |
| Middle name(s): | Secondary nationality (if applicable): |
| Gender (please ✓): <input type="checkbox"/> Male <input type="checkbox"/> Female | Secondary passport number (if applicable): |
| Date of birth (dd/mm/yy): | Have you previously been granted a visa to study in the UK? (please ✓): <input type="checkbox"/> Yes (please provide further details) <input type="checkbox"/> No |
| Will you be under 18 when your programme is due to start? (please ✓): <input type="checkbox"/> Yes <input type="checkbox"/> No | Have you previously been refused a visa to study in the UK? (please ✓): <input type="checkbox"/> Yes (please provide further details) <input type="checkbox"/> No |
| Email address (compulsory): | |
| Home address: | Address for correspondence (if different from your home address): |
| Postcode: Country: | Postcode: Country: |
| Telephone: | Telephone: |
| Mobile: | Mobile: |
| Parent / Guardian / Next of kin name: | Relationship to student (e.g. father): |
| Telephone: | Email: |

2. Programme and degree course choices

| | |
|--|--|
| International College programme choice (please ✓): <input type="checkbox"/> Foundation Certificate in Business, Law and Social Sciences <input type="checkbox"/> Foundation Certificate in Science and Engineering <input type="checkbox"/> International Year One in Business <input type="checkbox"/> International Year One in Engineering <input type="checkbox"/> Pre-Masters in Business, Law and Social Sciences <input type="checkbox"/> Pre-Masters in Science and Engineering | Do you need extra Preparatory English before your academic programme? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Academic programme start date (please check availability and ✓): <input type="checkbox"/> September <input type="checkbox"/> October <input type="checkbox"/> January <input type="checkbox"/> February | Academic programme length (not including Preparatory English) (please ✓): <input type="checkbox"/> Two terms <input type="checkbox"/> Three terms For three-term programmes where language and enhancement options are offered (Foundation Certificate only), please specify your chosen version: <input type="checkbox"/> Language <input type="checkbox"/> Enhancement |
| University of the West of England, Bristol degree choice: | Do you require College-arranged accommodation? (please ✓): <input type="checkbox"/> Yes <input type="checkbox"/> No (you are not required to book accommodation at this stage) |

3. Education history

Please list all schools, colleges and universities attended (continue on a separate sheet if necessary)

| Institution (name and country) | Dates attended (from - to) | Qualification awarded |
|--------------------------------|----------------------------|-----------------------|
| | | |
| | | |
| | | |

4. English language proficiency

English proficiency test results will be required, before enrolment, for all students who are not a national of a majority English-speaking country (a list of exempt countries is available on the UKBA website). Have you taken a recognised Secure English Language Test (IELTS, Pearson PTE Academic, TOEFL iBT, TOEIC, Cambridge ESOL, City and Guilds, Trinity College London)? Please ✓: Yes No

If **yes**, please enter the **test name** and your **overall score** in the **red** boxes below and your **individual listening, reading, writing and speaking scores** in the relevant **grey** boxes, if applicable. If you have not taken a recognised English test, you can still apply and we will make you an offer with the condition that you have the result of a Secure English Language Test before you submit your visa application.

| | |
|--------------|---------------|
| Name of test | Overall score |
| Speaking | Listening |
| Reading | Writing |

5. Declaration of criminal record

Do you have any criminal convictions in any country – excluding spent convictions and minor motoring offences? (please ✓):

Yes (you might be required to provide details) No

6. Employment history

How many years of full-time work experience do you have?

Please describe the most recent full-time position you have had which lasted at least 12 months. Any previous work history should be included by attaching an extra sheet or CV to your application.

Employer:

Dates (from – to):

Main responsibilities:

7. Agent information

Do you have an educational agent? (please ✓): Yes (give details) No

Name:

City:

8. Insurance

Do you have comprehensive travel and health insurance? (please ✓):

Yes No

If yes, please submit a copy of your insurance policy document. If no, we will contact you with full details of Kaplan Care insurance once your application has been accepted. Comprehensive insurance for the duration of your studies is compulsory. Failure to disclose relevant medical information might affect the validity of your insurance policy.

9. Medical information

UWE Bristol's International College is committed to equality of opportunity and aims to provide an inclusive learning environment for students with special needs or disabilities. To help us best support you, please provide as much information as you can on your particular needs.

Do you have any medical conditions? (please ✓): Yes No

If yes, please give details of any medical conditions or allergies that require attention or notification and any prescribed medication taken regularly (this will not affect your application).

Completion and signing of this form gives UWE Bristol's International College permission to administer first aid by trained staff first aiders if required.

Do you consider yourself to have a disability? Specify below (please ✓):

- No disability
- Physical impairment or mobility issues such as difficulty using your arms or using a wheelchair or crutches
- Blindness or serious visual impairment uncorrected by glasses
- Deafness or serious hearing impairment
- Long-standing illness/health condition such as cancer, HIV, diabetes, chronic heart disease, epilepsy, asthma or sickle-cell anaemia
- Specific learning disability such as dyslexia, dyspraxia or ADHD
- Mental health condition such as depression, schizophrenia or anxiety disorder
- Social/communication impairment such as Asperger's syndrome or other autistic spectrum disorder
- Disability, impairment or medical condition that is not listed above

On a separate sheet please provide further details of the nature of your illness or disability and the support you would require. Please note that some support mechanisms may take considerable time to organise. We ask therefore that you include as much as information as possible. If a disability is not declared at the application stage, the International College may not be able to cater for the student's specific needs and the student's enrolment may be cancelled. Failure to disclose relevant medical information might affect the validity of your insurance policy.

The International College will ensure all personal data enclosed will be used only to plan appropriate support, and might need to disclose relevant details to partner universities to facilitate this process.

I agree to appropriate, relevant details being used in this way.

10. Declaration

I declare that the information I have supplied on and with this form is complete and correct. I understand that the University of the West of England, Bristol's International College might need to process and store my information in countries outside the UK (and not subject to UK Data Protection laws), such as the USA or other countries where we have offices or service providers. I consent to the transfer of my information to these other countries. I understand that giving false or incomplete information may lead to the refusal of my application or cancellation of my enrolment. I have read, understood and agreed to the terms and conditions and fees of the University of the West of England, Bristol's International College as outlined on the International College website. I undertake to pay the fees incurred as they are due and understand that International College fees may increase. I authorise the University of the West of England, Bristol's International College to supply any relevant official records of my progress at the International College to UWE Bristol, my parents, guardian, sponsor or their nominee.

Applicant's signature: Date:

Parent's or Guardian's signature (required if applicant under 18 years of age): Date:

11. Final check-list

Please check you have supplied all the required information and followed this check-list (please ✓):

1. Complete all sections of the application form Yes
2. Confirm you agree to the declaration above Yes
3. Attach certified copies of academic transcripts and examination results (with certified translations if not in English) and SELT result Yes
4. Send your application and copies of supporting documents specified in part (3) to your Kaplan representative, the Application and Admissions Centre or your nearest Kaplan International Colleges country office. Contact details can be found on the next page.

How to apply

Applying to study at the International College is easy! Just follow the steps below and allow your Kaplan representative, or our friendly staff at the Application and Admissions Centre or your nearest Kaplan International Colleges office to guide you through the process.

Application procedure

There is no application deadline, but there are deadlines for guaranteed accommodation. We recommend, therefore, that you apply as early as possible. Also remember to account for the time it takes to be granted a student visa, which might take up to four weeks. Please contact your High Commission for further details of visa processing times.

You can either apply on our website at kic.org.uk/uwe-bristol/how-to-apply or by following these three simple steps:

Step 1

Complete fully and sign the application form on the previous two pages.

Step 2

Attach copies of the following supporting documents, if you have them:

- academic transcripts and exam results;
- Secure English Language Test results (e.g. IELTS, Pearson PTE Academic; see right for a full list) if applicable.

If your transcripts are in a language other than English you will need to include certified translations along with copies of the original transcripts. If you do not have any academic transcripts or English language test results you can still apply and we will look at making you a conditional offer, the conditions of which you will need to satisfy.

Step 3

Send your application and supporting documents to your Kaplan representative, your nearest Kaplan International Colleges country office or the UK-based Application and Admissions Centre.

Application and Admissions Centre

Application and Admissions Centre
Kaplan International Colleges
2nd Floor, Warwick Building
Kensington Village, Avonmore Road
London W14 8HQ, United Kingdom
Tel: +44 (0)20 7045 4925
Email: internationalcollege@uwe.ac.uk
Alternatively, contact your Personal Education Planner

China

Kaplan International Colleges
Office C313, Kempinski Hotel Beijing
Lufthansa Center
No. 50 Liangmaqiao Road
Chaoyang District, Beijing 100016
Tel: +86 (0)10 64608373
Fax: +86 (0)10 64664189
Email: pathways_china@kaplan.com

Hong Kong

Kaplan International Colleges
Room 601-6, 6/F Harcourt House,
39 Gloucester Road, Wanchai, Hong Kong
Tel: +852 3620 2008
Email: hongkong@kaplan.com

India

Kaplan International Colleges
E12/2, JVS Towers, First Floor, Sector 1
NOIDA – 201 301
Tel: +91 120 422 7800
Email: india@kaplan.com

Korea

Tel: +82 (0)10 6245 3788
Email: emily.yoon@kaplan.com

Nigeria

Kaplan International Colleges
Wing B, White Building, Sapetro Towers
1 Adeola Odeku Street
Victoria Island, Lagos
Tel: +234 (0)7401572 / 08052903660
Email: nigeria@kaplan.com

Vietnam

Kaplan International Colleges
No. 9 Dinh Le Street, Hoan Kiem District
Hanoi
Tel: +84 4 3937 8120
Email: vietnam@kaplan.com

Other services available

As well as helping with your application, your KIC representative and our regional and UK-based staff will be very pleased to help in a range of other ways. For instance, they can:

- help you plan your journey to the United Kingdom;
- offer advice on which progression route is right for you;
- provide pre-departure sessions so that you are well prepared before leaving your home country;
- give support and advice to help you choose your accommodation option;
- offer support to parents who might have questions about their son or daughter studying overseas.

Recognised Secure English Language Tests (SELTs)

- IELTS
- Pearson PTE Academic
- TOEFL iBT
- TOEIC
- Cambridge ESOL
- City and Guilds
- Trinity College London

Secure English Language Test results are required, pre-enrolment, for all students who are not a national of a majority English-speaking country as defined by the UK Border Agency (UKBA). A list of exempt countries is on the UKBA website.

For more detailed information, visit www.ukba.homeoffice.gov.uk and search for 'Majority English-speaking country'.

International College Online

Join the UWE Bristol's International College online community. Follow us at [/UWEBICBristol](https://www.facebook.com/UWEBICBristol)

