

Application form 1 of 4

Please complete all relevant sections of this form in **BLOCK Capitals** and in **BLACK INK** and return it to your local representative or directly to the INTO Admissions Office at least one month before your intended start date.

Please send to

INTO University of East Anglia Admissions, 1st Floor, 96-98 Queens Road, Brighton, BN1 3YB, UK
 Fax +44 (0)1273 328595 or +44 (0)1273 329746 E-mail: ukadmissions@into.uk.com
www.intohigher.com/uea/apply

Representative's stamp

Section 1

Student details (You must complete this section accurately otherwise your visa application may be affected)

Title (Mr/Mrs/Ms) _____

Family name _____

First given name _____

Second given name _____

Preferred name _____

Gender M F

Current age _____

Date of birth ____/____/____ (dd/mm/yy)

Student's nationality (must be completed, necessary for visa application)

Permanent country of residence _____

Home address

Home address (you must complete this accurately as it may affect your visa application)

City _____

Postcode _____

Country _____

Section 2

Parent/guardian or sponsor details (Information we need to send financial documentation and reports)

Title (Mr/Mrs/Ms) _____

Family name _____

Other names _____

Relationship to student _____

Contact address _____

Contact details

Telephone and fax numbers in country of residence (including international code)

Tel _____ Fax _____

Mobile telephone (inc. intl. code) _____

Email address _____

Correspondence email (if different from above) _____

Correspondence address (if different from above) _____

City _____

Postcode _____

Country _____

What type of visa do you intend to apply for?

Adult student visa Student visitor visa No visa

Passport details

Name as written on passport _____

Passport number _____

Passport expiry date ____/____/____ (dd/mm/yy)

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Section 3

INTO course selection

Academic programmes

International Foundation programme (preparing you for undergraduate study)

FB1. Business and Economics with Society and Culture

FB2. Business and Economics with Accounting

FHL. Humanities and Law

FS1. General Science

FS2. Pharmacy, Biomedicine and Health

FS3. Physical Sciences and Mathematics

FCB. Computing with Business

FMA. Mathematics and Actuarial Sciences

Please specify start date

Jul 2012 (4 term) Sep 2012 (3 term) Sep 2012 (4 term)

Jan 2013 (3 term) Jul 2013 (4 term) Sep 2013 (3 term)

Newton programme: A-levels at University

Medicine and the Physical and Natural Sciences Mathematics

Engineering and the Applied Sciences Economics, Accounting or Actuarial Sciences

Sep 2012 (6 term) Jan 2013 (5 term) Sep 2013 (6 term)

International Diploma in Business

Business, Management and Economics

Jul 2012 (4 term) Sep 2012 (3 term) Sep 2012 (4 term)

Jan 2013 (3 term) Jul 2013 (4 term) Sep 2013 (3 term)

Graduate Diploma programme

Business Economics

Political, Social and International Studies International Development

Sep 2012 Jan 2013 Sep 2013

Please note: Graduate Diploma applicants must submit a resume (CV) as part of their application

Section 4

Student's education history

Have you ever studied in the UK on a Tier 4 Student Visa? Yes No

If yes, please provide full details of study durations. Please also include a copy of your previous Tier 4 Student Visa (must be completed for visa purposes).

From ___/___/___ to ___/___/___ (dd/mm/yy)

Please give details of your current or most recent school, college or university. Please ensure official institution transcripts, latest available results or forecast results are attached in English.

Institution name _____

Dates of study ___/___/___ to ___/___/___ (dd/mm/yy)

Date you received (or will receive) your certificate ___/___/___ (dd/mm/yy)

Section 5

Current English language proficiency

Please tick and enter details of your most recent English language test. Note students will be assessed upon arrival and study plans WILL be altered if there is any discrepancy.

IELTS TOEFL PTE

Other. Please specify _____

Overall score _____

Reading score _____

Writing score _____

Listening score _____

English language courses

Study Abroad with English

Oct 2012 Jan 2013 Apr 2013 Jul 2013

Start date ___/___/___ End date ___/___/___ (dd/mm/yy)

Please specify number of terms (1 term minimum) _____

Desired subject area for study _____

English for University Study

Sep 2012 Jan 2013 Apr 2013 Jul 2013

Start date ___/___/___ End date ___/___/___ (dd/mm/yy)

Please specify number of terms (1 term minimum) _____

Pre-sessional English

May 2012 (16 weeks) Jun 2012 (12 weeks)

Jul 2012 (8 weeks) Aug 2012 (6 weeks) Aug 2012 (4 weeks)

General English

Start date ___/___/___ End date ___/___/___ (dd/mm/yy)

Length of course ___ weeks

How would you describe your current level of English?

None Basic Elementary

Lower intermediate Upper intermediate Advanced

Proposed undergraduate or postgraduate programme (Needs to be completed for visa purposes)

Do you intend to study an undergraduate or postgraduate programme after completing your INTO course(s)? Yes No

Proposed degree programme _____

If you have applied to the University of East Anglia please provide your reference number _____

Highest educational qualification name _____

Language of instruction _____

Institution address _____

Postcode _____

Country _____

Telephone (inc. int. code) _____

Fax _____

Email address _____

Speaking score _____

Have you arranged to take any other English language test(s) before starting your INTO course? Yes No

Name of exam _____

Date due to be taken ___/___/___ (dd/mm/yy)

If you want to study on an English course, please give details of where and how long you have studied English: _____

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Section 6

Sponsorship

How do you intend to fund your studies?

- Self
 Family
 Employer*
 Sponsor*

*Name of employer/sponsor: _____

Section 7

Accommodation and welfare

Application for accommodation

Payment of an accommodation deposit of £3,000 or full payment for accommodation if total accommodation fee is less than £3,000. Payment of a £3,000 accommodation deposit will guarantee a place in the student's chosen accommodation, once the student has received notification from INTO Admissions that the accommodation requested is available. Please note it is a condition that a minimum of 4 weeks' notice is required if you wish to leave or change your homestay accommodation. There is no notice period for residential accommodation. Should you wish to leave residential accommodation you will be charged for the full period of your contract. Please see the terms and conditions for full details. During the academic year residential accommodation is available only if you enrol on a fixed start-of-term start date and for multiples of one term, excluding holidays.

Please select one option and complete as appropriate

- INTO Centre accommodation**
 Option 1: En-suite single room, no meal plan
 Option 2: En-suite single room with meal plan

Please note: A limited number of twin rooms are also available.

Do you envisage that you will have any specific requirements in student accommodation as a result of a disability/medical condition? Yes No

Homestay

Do you require homestay during the holiday periods? Yes No

University residence (Pre-sessional only)

- En-suite campus
 En-suite village
 Standard single

I do not require any accommodation

Students who are under 18

INTO recommends that parents appoint a UK-based guardian for international students under 18. INTO can supply a list of Guardianship providers on request. If parents are making their own arrangements for either Guardianship services, or if a friend or family member in the UK is to act as guardian to the student, please provide details below:

Name of guardian _____

Relationship to student _____

Address of guardian _____

Postcode _____

Country _____

Telephone (inc. intl. code) _____

Email address _____

I confirm that the guardian is over 21 years of age.

Dietary requirements

Please give details of special dietary requirements e.g.: halal, vegetarian, no pork, any food allergies.

Medical information

Do you have any medical conditions? Yes No

Please give details of any medical conditions, disabilities or allergies that require attention or notification and any prescribed medicine taken on a regular basis

Completion and signing of this form gives INTO permission to administer first aid by trained staff first aiders if required.

Do you consider yourself to have a disability? If yes please specify

- A. No disability
 B. You have a social/communication impairment such as Asperger's syndrome/other autistic spectrum disorder
 C. You are blind or have a serious visual impairment uncorrected by glasses
 D. You are deaf or have a serious hearing impairment
 E. You have a long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease or epilepsy
 F. You have a mental health condition, such as depression, schizophrenia or anxiety disorder
 G. You have a specific learning disability such as dyslexia, dyspraxia or AD(HD)
 H. You have physical impairment or mobility issues, such as difficulty using your arms or using a wheelchair or crutches
 I. You have a disability, impairment or medical condition that is not listed above
 J. You have two or more impairments and/or disabling medical conditions

Please provide further details of the nature of your disability and the support you may require should you attend the University. (Please note that some support mechanisms may take considerable time to organise. For example books in Braille or changes to buildings. It is therefore important that you provide as much information as possible.)

INTO University of East Anglia will ensure that all personal data disclosed will only be used to plan appropriate support for you. It may be necessary for INTO University of East Anglia to disclose appropriate and relevant details to some University departments to facilitate this process.

I consent to information relating to my personal details, nature of disability and academic and support requirements being forwarded as outlined above.

Airport pick-up

Students MUST arrive on the weekend prior to the start of the course. Students should check their accommodation contract to confirm the exact day on which their accommodation is available to move in to. Flight details including arrival date and flight number should be sent to the INTO Admissions office as soon as possible in order that airport arrangements can be made. If you are under 18 you must either book an INTO airport pick-up or provide evidence of your arrangements. If an airport pick-up is required, this will be invoiced as an extra at confirmation stage and full payment must be received for an airport pick-up to be confirmed.

Do you require an airport pick-up Yes No

Please indicate which airport

- London Heathrow (E210)
 London Gatwick (E210)
 London Stansted (E150)
 Norwich International Airport (E25)

Travel and medical Insurance

The full cost of Uniplan insurance will be added to the invoice unless proof of alternative adequate cover is attached.

Please state when you would like the insurance to start

Start date of insurance ___/___/___ (dd/mm/yy)

End date of insurance ___/___/___ (dd/mm/yy)

I have my own insurance and enclose a copy

Relevant criminal offences

Please tick here if you have been convicted of a relevant criminal offence and supply details on a separate sheet.

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Section 8

Form of indemnity

i) Background

This indemnity is to be signed by the Student, and also by his/her Parent or Legal Guardian if the Student is under 18 years of age. Until this indemnity has been signed and returned to INTO, the Student may not take part in an excursion organised by INTO.

ii) Indemnity

In consideration of the Principal and/or Head Teacher and/or Director and/or any employee of INTO (which expression for the purposes of this indemnity means INTO UEA LLP and any relevant associated or connected organisation) agreeing to make arrangements for and to authorise INTO personnel to take me/my son/daughter/ward from time to time on expeditions outside the usual premises of INTO I hereby fully and effectively indemnify the said Principal and/or Head Teacher and/or Director and/or any employee (as the case may be) of INTO against:

- a) any and all claims, losses, damages or costs incurred directly or indirectly which they or any of them may be or become liable to pay in consequence of any injury or damage to or illness of me/my said son/daughter/ward occurring during or as a result of any of the said expeditions

- b) any and all claims, losses, damages or costs paid to or payable to or claimed by any third party which may be made against them or any of them in consequence of any act or default of me/my said son/daughter/ward during or as a result of any of the said expeditions
- c) any and all other costs, claims, losses and expenses incurred directly or indirectly by them or any of them on behalf of me/my said son/daughter/ward during or as a result of any such expedition,

provided that this indemnity does not extend to any claims, damages, costs or expenses in respect of and to the extent to which INTO and member(s) of the staff or any of them are indemnified and recover under any policy of insurance. I authorise INTO to supply any relevant records to educational institutions, government bodies, parents, sponsors and education agents if requested without notification.

Signed _____ Date ____/____/____ (dd/mm/yy)

(Parent/guardian)

Signed _____ Date ____/____/____ (dd/mm/yy)

(Student)

Section 9

Payment details

Once you have accepted an offer of place, you must send us a deposit of £1,000 and an accommodation deposit of £3,000 (if you have requested INTO accommodation).

You will also be required to pay in advance the Uniplan insurance fee unless you have provided proof of alternative cover.

Payment can be made either by sterling bankers draft, VISA, Mastercard, Maestro, Solo, Electron, Delta or by direct bank transfer as detailed in your offer letter.

Section 10

Declaration

I declare that the information I have supplied on and with this form is complete and correct

- I have read and understood and agree to abide by the terms and conditions
- I agree to abide by the Cancellation and Refund Policy
- I agree to pay all tuition and accommodation and sundry expense fees as they become due
- I agree that my records and achievements may be used for promotional purposes, without further notification
- I agree that copies of my academic progress and performance reports can be supplied to parents, sponsors or agents without further notification
- I understand that the giving of false or incomplete information may lead to the refusal of my application or cancellation of my enrolment

INTO Giving

INTO Giving is our designated charity. It was established to help make a difference to the lives of young people in the developing world by improving their access to education. Each year our staff and students organise and participate in fundraising events. Before you arrive at the Centre you can support one of our educational projects by making a donation of £25. For every donation received INTO will donate a further £25 to INTO Giving. To find out more about INTO Giving please visit www.into-giving.com

- I confirm that I would like to make a donation of £25 to INTO Giving and agree for this donation to be added to my invoice / financial statement for payment

Signed _____ Date ____/____/____ (dd/mm/yy)

(Parent/guardian)

Signed _____ Date ____/____/____ (dd/mm/yy)

(Student)

Section 11

Application check list (not required for General English)

I confirm that I have:

- completed the application form in full and checked for accuracy Yes
- enclosed proof of an alternative insurance policy, if appropriate Yes
- enclosed full transcripts of all my relevant qualifications (including English language level) translated into English Yes

Please list here all the transcripts you are enclosing:
(Must be completed for visa purposes)

Academic transcripts _____

English language transcripts _____