

# Middlesex University Postgraduate Application Form



Middlesex  
University

OFFICE USE ONLY

Regional ID/ Agent Code:

MISIS Student Number:

This form is to be used for Direct Postgraduate Applications only. PGCE applications must be submitted through the GTTR

## Personal Details

Family Name:

First Name(s):

Previous Name:

Gender:

Male:

Female:

Date of Birth: (DD/MM/YY)

Title: (Mr/Mrs etc)

Permanent Address:

Correspondence Address: (If different from permanent)

Postcode:

Postcode:

Country:

Country:

Tel No:

Mobile:

Email:

## Course(s) Applied For

Programme Title:

Mode Of Study

Full Time:

Part Time:

Year Of Entry:

Month:

Programme Title:

Mode Of Study:

Full Time:

Part Time:

Year Of Entry:

Month:

## Disabilities/Special Needs

The University encourages you to disclose any disability/medical condition which could disadvantage your ability to study. All offers are made on **academic grounds only** and the information you provide will be used to help Middlesex University provide appropriate support. Please tick all that apply.

No Disability

0

Dyslexia

1

Blind/Partially Sighted

2

Deaf/Hearing Impairment

3

Wheelchair User/Mobility Issues

4

Personal Care Support

5

Mental Health Difficulties

6

Unseen Disability: e.g. Diabetes

7

Autistic Spectrum/Asperger's

T

Other Disability Not Listed Here

9

Please Detail Other Disability or Additional Support Needs:

## Residential Information

Please provide information relating to your nationality and residence. Attach copies of any pertinent Home Office documentation. Further information may be requested.

**Country Of Permanent Residence:**

If UK Please Give County/Borough:

Country Of Birth:

Nationality (As On Passport):

Have You Ever Lived Outside The UK/EU?

Yes

No

If Yes, Where:

Have You Entered The UK On A Visa?

Yes

No

If Yes, Please Enter Expiry Date:

Last Date Of Entry To The UK/EU:

Do You Have Indefinite Leave To Remain?

Yes

No

## **Fee Payment**

Please provide details of how you intend to pay your tuition fees. Applicants may be asked to supply details of their financial position and their provision for the payment of fees.

Who Will Pay Your Tuition Fees?	Self Funded	Yes <input type="checkbox"/>
	Employer (Please Specify):	
	Other (Please Specify):	
If you intend to apply for a Middlesex University Scholarship/Award, please specify:		

## **Highest Qualification**

**If You Previously Studied At Middlesex, please Enter Student ID:**

Please Enter Your Highest Level Of Education. e.g. BSc/MSc:

If This Award Was Taken In The UK Enter Institution Name:

If Taken Elsewhere Please Enter Name & Country:

## **Previous And Current Educational Institutions**

Please list educational institutions attended in chronological order. State the most recent institution first.

Institution Name & Address	From	To

## **Academic Qualifications**

Please list all qualifications pending and previously taken in chronological order with the most recent first. Submit copies of certificates and transcripts where appropriate to the relevant admissions office using the downloadable cover sheet.

**Note:** Print outs from self service/web portal systems will not be accepted. The documentation being submitted must be formally issued by the awarding institution/exam body.

International students must submit documentation both in the original language and as an officially endorsed English language translation.

**DO NOT SEND ORIGINAL DOCUMENTATION AT THIS STAGE**

### **Qualifications Pending**

Award Type & Subject	Grade	Institution	Exam Date

### **Qualifications Achieved**

Award Type & Subject	Grade Achieved	Institution	Exam Date

## **English Language Qualifications**

Entry is conditional on the achievement of a standard level of English. If your first language is not English please give details of the most recent English Proficiency course you have taken.

Qualification Name	Grade Achieved	Exam Date

## **Employment And Work Experience**

Employer's Name & Address	Role & Brief Description Of Duties	FT or PT	Dates Employed

## **Declaration Of Criminal Record**

In an effort to help the University reduce the risk of harm or injury to their staff and students caused by the criminal behaviour of other students we must know about any relevant criminal convictions an applicant has.

In this matter relevant criminal convictions are deemed only to be those convictions for offences against a person, whether of a violent or sexual nature and convictions for offences involving unlawfully supplying controlled drugs or substances where the conviction concerns commercial drug dealing or trafficking.

Convictions that are spent, (as defined by the Rehabilitation of Offenders Act 1974) are not considered to be relevant and you should not reveal them (but see next paragraph).

**If you are applying for courses in Teacher Training, Social Work, Nursing, Midwifery or any other programme involving working with children or vulnerable adults, you must tell us about any criminal convictions, including spent sentences and cautions (including verbal cautions) and bind-over orders.**

**If you are offered a place on one of these courses and before you commence your studies, you may need an 'Enhanced Disclosure Document' from the Criminal Records Bureau or the Scottish Criminal Record Office Disclosure Service.**

**Do you have a relevant unspent criminal conviction?**

Yes

If you have ticked **Yes**, please disclose details of your offence and conviction, including dates and courts convicted at. This information should be submitted along with your application form in a separate sealed envelope, clearly marked confidential with your name and date of birth on it.

Any information disclosed will be handled and disposed of securely by Middlesex University in compliance with the Criminal Records Bureau Code of Practice, the Data Protection Act and other relevant legislation.

If you are convicted of a relevant criminal offence after your application has been submitted, you must notify us. The university may request further disclosure from you and your offence may effect your application.

## **Personal Statement**

You are advised to complete this section as fully as possible and with particular care. In many cases this may be the only contact you have with the admissions tutors and your statement will be assessed as part of the admissions process.

As a guide your personal statement should cover topics such as your reasons for applying to your desired programme(s), your previous educational and employment experiences, personal qualities, future goals and career aspirations.

Please attach a type written sheet or continue on a separate sheet if necessary.

## References

Please submit two references. The first reference should be academic and the second character reference can be from an employer or other source. References should be submitted along with completed coversheets, on letter headed paper or otherwise officially endorsed.

**References from friends and family members will not be accepted.**

### First Referee

Full Name:

Post/Occupation:

Relationship To Applicant:

Address:

Postcode:

Tel No:

Email:

### Second Referee

Full Name:

Post/Occupation:

Relationship To Applicant:

Address:

Postcode:

Tel No:

Email:

## Declaration

Any statements on this form which prove to be untrue or purposely misleading will render the application void. Furthermore if inaccuracies are highlighted at a later stage we retain the right to retract any offer made or expel the student with no refund of fees.

I confirm that the information given on this form is true, complete and accurate. No information requested or other material has been omitted. I consent to the processing of this data by Middlesex University under the provision of the 1998 Data Protection Act.

Signed:

Date:

## PLEASE RETURN THIS COMPLETED FORM TO

### **For UK/EU Applicants**

UK/EU Admissions Office  
Middlesex University  
The Burroughs, Hendon  
London, NW4 4BT, United Kingdom

Tel: +44 (0)20 8411 5555  
Fax: +44 (0)20 8411 5649  
Email: [processing@mdx.ac.uk](mailto:processing@mdx.ac.uk)

### **For International Applicants**

International Admissions Office  
Middlesex University  
The Burroughs, Hendon  
London, NW4 4BT, United Kingdom

Tel: +44 (0)20 8411 4700  
Fax: +44 (0)20 8411 5650  
Email: [intadmissions@mdx.ac.uk](mailto:intadmissions@mdx.ac.uk)

## **Ethnic Origin/Equal Opportunities Monitoring**

The University is committed to providing equal opportunities for all. To assist us with our monitoring please choose one selection from the bold options A-F to indicate your ethnic group. Then tick the appropriate box immediately after this grouping to indicate your cultural background. Please also answer the further two questions at the foot of the page.

This form will be separated from your application and the information supplied will be recorded on our computer system for statistical monitoring purposes. This information will not be considered as part of the admissions process.

<b>A) White</b>		<b>B) Black or Black British</b>		<b>C) Asian or Asian British</b>	
British	<input type="checkbox"/> 11	Caribbean	<input type="checkbox"/> 21	Indian	<input type="checkbox"/> 31
Irish	<input type="checkbox"/> 12	African	<input type="checkbox"/> 22	Pakistani	<input type="checkbox"/> 32
Scottish	<input type="checkbox"/> 13	Other Black Background	<input type="checkbox"/> 29	Bangladeshi	<input type="checkbox"/> 33
Welsh	<input type="checkbox"/> 14			Other Asian Background	<input type="checkbox"/> 39
Other White Background	<input type="checkbox"/> 19				

<b>D) Chinese</b>		<b>E) Mixed</b>		<b>F) Other Ethnic Background</b>	
Chinese	<input type="checkbox"/> 34	White & Black Caribbean	<input type="checkbox"/> 41	Not Known	<input type="checkbox"/> 90
		White & Black African	<input type="checkbox"/> 42	Information Refused	<input type="checkbox"/> 98
		White & Asian	<input type="checkbox"/> 43		
		Other Mixed Background	<input type="checkbox"/> 49		

<b>Have you been in care?</b>	Yes	<input type="checkbox"/>
-------------------------------	-----	--------------------------

<b>Do any of your parents have any higher education qualifications such as a degree, diploma or certificate of higher education?</b>	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>
	Don't Know	<input type="checkbox"/>