

Application for MA in Art History

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Instruction to candidates

Please ensure that all your details are both current and accurate.

- 1. Complete this form and enclose the application fee of £50 by credit card, check or bankers draft made payable on a bank in the United Kingdom to the order of Richmond University.
- 2. Request to have sent official transcripts, or certified original copies of transcripts or other appropriate documentation of all university-level work to date to the Graduate Admissions Office. Transcripts and diplomas must be official documents issued by the awarding institution. All documents in languages other than English must be accompanied by official translations.
- 3. Send your completed reference forms in sealed envelopes and signed across the seal by the referee. Alternatively, the referee can fax your confidential reference to the fax number below.
- 4. Include a sample of your recent art history or related academic writing in your application.
- 5. English proficiency tests are required of all students whose native language is not English or whose primary language of instruction has not been English.
- 6. Enclose your Professional Statement with your application form and other materials. Send the completed application and the above-mentioned materials to:

Graduate Admissions Office, Richmond The American International University in London, Queens Road, Richmond-upon-Thames TW10 6JP, England. Tel: +44 (0)20 8332 8200 Fax: +44 (0)20 8332 1596. E-mail: ma@richmond.ac.uk

A copy of this form and the reference form can be found at www.richmond.ac.uk



Personal information Sex: Male ☐ Female Date of birth: Day / Month / Year Legal Name ☐ Mr ☐ Mrs ☐ Miss ☐ Ms First Names Family Name Other names that might appear on your records Country of residence Nationality Mailing address (for response to application) City Postal code State/Province Country Telephone (inc country and city codes) Email Mobile Permanent address (if different from above) City State/Province Postal code Country Telephone (inc country and city codes) Fax Email Mobile How did you first learn about Richmond's graduate programs? What factors have led you to apply? PROFESSIONAL STATEMENT We seek students who are committed to engaging in serious research in the visual arts and who demonstrate a curiosity and interest in intercultural issues. Therefore, all applicants must submit a Professional Statement of 1,500 words about their reasons for wishing to undertake a program of this nature. Please check the website or brochure for more details about the program. ACADEMIC INFORMATION Have you previously attended Richmond? Yes **Educational History** Please list all institutions you have attended, giving the years of attendance and any certificate, degree, or diploma you earned. Years attended Name of institution Certificate or degree and City Country From-To month/year awarded

PERSONAL PROFILE Please type or print in ink.

First language		Second	Second language					
English proficiency tests are of instruction has not been l	required of all students whose native la English.	anguage is not En	glish or whose primary language					
English proficiency test taken:	☐ Yes ☐ No							
If YES, type of proficiency tes	ency test: IELTS TOEFL Other							
Date of most recent proficience	Date of most recent proficiency test (or date to be taken): Day / Month / Year							
Score								
Please make arrangements for (note that Richmond's TOEFL	original test score results to be sent by the a reporting code is: 0823L).	appropriate testing a	agency directly to Richmond					
Additional test score information	ation							
☐ GRE score	GRE taken (or to be taken	n): Day / Mor	nth / Year					
Please make arrangements for original test score results to be sent by the appropriate testing agency directly to Richmond (note that Richmond's GRE code is: 0823).								
To which other universities are you applying?								
EMPLOYMENT HISTORY AND EXPERIENCE (Please enclose a full Resume or Curriculum Vitae) Current or most recent employment Please describe the last position you held								
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Referees

Signature:

Please send the enclosed Confidential Reference forms to two academic referees.

Please list your references below.							
Referee 1							
Name	Position		Organization				
Address							
Telephone (inc country and city codes)		Fax					
Email							
Referee 2							
Name	Position		Organization				
Address							
Telephone (inc country and city codes)		Fax					
Email							
ADDITIONAL INFORMATION I wish to apply for a Richmond Scholarship. Richmond scholarships are competitive and only cover part of tuition and fees. Scholarship notification is made by April 1 annually. Only students admitted will be considered.							
☐ I wish to receive information on Grad Plus & Stafford Loans (US citizens or those with US-sponsor only).							
Note: Housing information will be sent to accepted stu	idents.						
Billing information I will be:							
Privately funded	Grant-aided or on full sch	olarship 🗌					
Company-sponsored student	Other						
If sponsored or scholarship recipient, please give name and address of sponsor							
Billing address			City				
State/Province	Postal code		Country				
Telephone (inc country and city codes)		Fax					
Email							
APPLICATION CHECKLIST							
☐ Complete this form and enclose £50 for the application fee to Richmond University	e by bankers draft, credit car	d or check drawn on a	UK bank account and made payable				
☐ Enclose your signed and dated Professional Statement and sample of art history/academic writing with your Application Form							
☐ Make sure you have signed the Application Form							
Send official transcripts or certified original copies of all secondary school and post-secondary work to date to the Admissions Office. All documents in languages other than English must be accompanied by official translations.							
☐ Include standardized test results, such as GRE, TOEFL or IELTS scores (not required)							
Send your completed confidential reference forms in an envelope sealed and signed by the referees. Alternatively, the referee can send the reference directly to the graduate admissions office.							
☐ Keep a copy of your application form and any documents that you send to the university							
☐ Return your completed application to the appropriate Admissions Office							

Date: