



ID number

For office use only

Passport number

For office use only

PG Application Form

Section A: Personal Details

Your details (please )

Title  Ms  Mr

Gender  Female  Male

Family name

Date of birth

Given name/s

Tel

Country of birth

Fax

Nationality

Your email

Address

We need **your personal email address** for future contact.

Postcode

It is important you check this email address regularly.

Your parent, guardian or educational advisor's details

Name of parent, guardian or educational advisor

Tel

Relation to you (e.g. father)

Fax

Address

Email

Postcode

Section B: Education

Name of college/university

Dates From \_\_\_\_\_ to \_\_\_\_\_

Degree qualification

Please tick the programme you are applying for

Diploma in Business and English

Pre-Masters

Which Masters programme would you hope to study on if you progress to postgraduate study at the University of St Andrews?

## Section C: Special Arrangements (please )

In order that we can support you during your studies, we need to know whether you have any physical or other disability or medical condition for which you require special arrangements or facilities e.g. deafness, visual difficulties, mobility difficulties, mental health difficulties, epilepsy, asthma.

Yes\*     No

\*If yes, please give details

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## Section D: Accommodation Details (please )

What type of accommodation would you like to book?

(See University webpages for more information)

**Standard**

**Superior**

Fife Park

David Russell/Fife Park Apartments

## Section E: Payment of Fees

If we make you an offer, your place (including accommodation cannot be confirmed until your non-refundable deposit of **£1,000** has been received. The balance of the fees are due by **01 September 2012**.

Information on how to pay for your deposit (and fees) will be provided in the CIFP 'Your Offer of a Place' document which you will receive if we make you an offer.

### Declaration (UK Data Protection Act)

I confirm that the information on this form is complete and accurate and that all essential information has been included. I agree that information about me can be shared with my agent/sponsor unless informed in writing to the contrary. I agree that the University of St Andrews can process my information for my application and internal market research. I agree that my name can appear on class lists/notice boards during my time at the University of St Andrews. I am responsible for arranging my own general and medical insurance. I accept that the University of St Andrews may have to discuss my student status with UK immigration authorities at my point of entry into the UK.

**PLEASE NOTE:** A non-refundable deposit is required to reserve a place on any University of St Andrews Foundation Programme. The balance of the fees should be paid before the student leaves for Scotland.

Signature \_\_\_\_\_

Date \_\_\_\_\_

### Checklist

Before sending your application form, please make sure that you have:

- completed your application form (signed and dated)
- enclosed a copy of the photograph page of your passport
- included a copy of your IELTS/TOEFL/PTE or any other language certificate (if available)
- attached transcripts
- enclosed 2 references.

Thank you



**Your completed application should be sent to:**  
The Centre for International Foundation Programmes  
English Language Teaching Centre (ELT)  
Kinnessburn, Kennedy Gardens  
St Andrews, Fife, KY16 9DJ, Scotland, UK