



University of  
St Andrews

## Notes for Applicants:

### Application for International Undergraduate Admission

Please read these notes before completing your application form.

#### Important Notes

Please note that the deadline for receipt of completed Direct Applications is **01<sup>st</sup> May**.

Please note that the deadline for us receiving a complete [Housing Application Form](#) is **31<sup>st</sup> May**

Applicants can normally expect a decision within 4 weeks of receipt a completed application. Decisions will be sent out by email and letters of offer will also be mailed to successful applicants. Late applications may be considered but places at the University fill up quickly and it is in the applicant's best interest to apply as early as possible. We normally receive the bulk of applications between September and February each year.

Please remember you are only permitted to use this form if you are both:

- (i) classified as an **OVERSEAS** student for fees purposes
- (ii) **NOT** applying to any other UK university

Applicants who believe that they are classified as HOME/EU for fees purposes, or, who wish to apply to other British Universities in addition to St Andrews should not use this form but should apply through the Universities and Colleges Admissions Service (UCAS): [www.ucas.com](http://www.ucas.com)

If you have any **pre-application** questions please email: [international@st-andrews.ac.uk](mailto:international@st-andrews.ac.uk)

If you have any **post-application** enquiries please email: [intadmissions@st-andrews.ac.uk](mailto:intadmissions@st-andrews.ac.uk)

**APPLICATION FEE** - In order for us to begin processing your application, payment of an application fee of 50 pounds sterling is required. The Direct Application Fee should be [paid online](#). Please note the order number given to your purchase on your application form so that we can match the payment to your application.

#### SECTION 1 – PERSONAL DETAILS

Nationality/Country of Birth/Country of Residence – please complete these boxes which will ascertain your fee status.

#### SECTION 2 – ADDRESS DETAILS

**Mailing Address** – Write the address that you want the University to send all correspondence. Please advise us if your contact details change.

As our preferred method of communication with candidates is by email, it is important that you inform us of an email address to which you will have continual access including outside term-time. If you are offered a place at St Andrews, we will send you important information by email throughout the year.

## SECTION 3 – COURSE SELECTION

**Faculty** - Please indicate which Faculty you wish to apply to by ticking the appropriate box. The University is organised into four Faculties: Arts, Divinity, Science and Medicine. Students are admitted into one of these four faculties according to their qualifications and area of study in which they wish to specialise. Detailed information can be found within the 'Choosing Your Degree' section of the [prospectus](#) on our website:

Where a pre-requisite is listed, we expect applicants to have obtained the highest grade possible in that subject.

**Degree Name** you are applying to – you can select single or joint honours combinations. Students in the Faculty of Arts and Sciences take three subjects in their first year and there is flexibility to change subjects selected\*. However, if you wish to change Faculty you should inform us of this as soon as possible. You can choose to be considered for two different degree programmes if you wish.

\*This is not relevant to courses in the Faculty of Medicine which follows a set programme.

## SECTION 4 – EDUCATION HISTORY

Please give information about your current high school including the dates of attendance.

If applicable, please also inform us of your previous schools.

## SECTION 5 – EDUCATIONAL DATA

### TRANSCRIPT OF GRADES

Your official high school transcript/record together with a school profile (which details how your school grades are calculated) should be sent with your application to St Andrews. These can be sent separately if this is more convenient, preferably by mail, or by e-mail (scanned) from your school to:

[intadmissions@st-andrews.ac.uk](mailto:intadmissions@st-andrews.ac.uk)

**Please do not send duplicate copies.**

Since entry to the University is highly selective, applicants should have a strong academic record. All qualifications, obtained and predicted, will be considered in reaching a decision.

In the table, please detail any external examinations you have yet to achieve, giving the date exam results are due, the awarding body, the subject, and the level if applicable.

Please note: **do not** enter information here that is already included in your academic transcript/record.

### North American qualifications:

#### SAT I and II, APs

If applicable, please list your AP, SAT I and SAT II scores in the table provided. Please send us the results directly from the Collegeboard (code: 0861) or, alternatively, your test results can be listed on your official high school transcript/record and verified by your school/guidance contact.

#### ACT

If applicable, please list your ACT score. Please send us the results directly from the Collegeboard (code: 7002) or, alternatively, your test results can be listed on your official high school transcript/record and verified by your school/guidance contact.

### UKCAT

Candidates applying to the School of Medicine at St Andrews will be required to take the UK Clinical Aptitude Test (UKCAT). The registration deadline for all applicants (including all international students) taking the test is in September each year. Further information is available on the website: [www.ukcat.ac.uk](http://www.ukcat.ac.uk) and also on the School of Medicine [webpage](#). Please enter your Candidate Number, the date you took the test and the name you used for registration.

## ENGLISH LANGUAGE PROFICIENCY

Please indicate the proficiency test taken, your score and the date the test was taken. Please check details of the [proficiency tests](#) we accept.

### **SECTION 6 – REFERENCE DETAILS**

Please give us the name and details of the person who will provide your reference. This could be a teacher, college counsellor or someone who knows your academic capabilities well. The reference should be written in the referees report form, clearly marked with your name. This can be included with your application, sent separately or we can email the referee directly if that is more convenient. If the referee would rather use a different format than the standard template, this is fine.

### **SECTION 7 – ADDITIONAL INFORMATION**

**Disability** – The University needs to know if you have a disability, special need or medical condition which may affect your ability to follow the course, or which may require additional support or specific facilities. The confidential information you provide will not affect any decision about your academic suitability for the course, but will help ensure that you receive the required support for a successful experience at the University.

Please select the applicable code from the drop-down menu on the application form and then expand upon any specific arrangements you require on a separate sheet of paper.

**Criminal Convictions** – To help universities and colleges reduce the risk of harm or injury caused to their students by the criminal behaviour of other students, they must know about any relevant criminal convictions that an applicant already has.

Relevant criminal convictions are only those convictions for offences against the 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.

If you are convicted of a relevant criminal offence after you have applied, you must tell us. The University will then contact you for more details.

If you are applying for our Medical Sciences course, you must tell us about any criminal convictions, including spent sentences and cautions (including verbal cautions).

Applicants who check the box will not automatically be excluded from the application process. The University will contact you to ask for further information before making a decision about your application

**Ethnic Origin** – Please select the appropriate code from the drop-down menu on the application form. We use this information to monitor applications and equal opportunities.

### **PERSONAL STATEMENT**

Your personal statement provides you with an invaluable opportunity to tell us your motivation for studying your chosen subject choices at The University of St Andrews. (Maximum 400 words)

### **DECLARATION**

Please tick the box to indicate that the information you have supplied is accurate to the best of your knowledge.

The data you provide in your application will be treated as confidential. The University maintains student data in secure conditions and processes and discloses data in accordance with the terms of its Data Protection notification.

The information you supply will only be disclosed to relevant employees of the University of St Andrews, and will not be revealed to third parties outside the University, unless there is a statutory requirement to do so.

Please return the completed application form, together with your official transcript of grades and school profile, and one academic reference preferably by mail, or by email (scanned) to:

International Undergraduate Admissions  
University of St Andrews  
St Katharine's West  
St Andrews  
Fife KY16 9AX  
Scotland

Email: [intadmissions@st-andrews.ac.uk](mailto:intadmissions@st-andrews.ac.uk)  
Telephone No: + 44 1334 462151  
Fax No: + 44 1334 463330

**Please do not send duplicate copies or items which are not listed on the checklist.**

If you have any **pre-application** questions please email: [international@st-andrews.ac.uk](mailto:international@st-andrews.ac.uk)

If you have any **post-application** enquiries please email: [intadmissions@st-andrews.ac.uk](mailto:intadmissions@st-andrews.ac.uk)

We will acknowledge receipt of your application by email and inform you if there is any missing information.

We will notify you by email when your application is complete and has been passed to the selection committee.