

# **APPLICATION FOR ADMISSION**

## **English Language Centre (2020-2021)**

**This form can be completed electronically, or if you wish to fill out the form by hand, please complete in block capitals using black ink.**

**FOR OFFICIAL USE ONLY:**

**Received: .....**

**ID No: .....**

PROGRAMME OF STUDY	PLEASE TELL US WHICH ENGLISH PROGRAMME YOU ARE APPLYING FOR:	
	Semester one (15 weeks): 07 September 2020 – 18 December 2020	
	Semester two (15 weeks): 25 January 2021 – 14 May 2021	
	First AND second semesters: 2020-2021	
	Semester one – part one (7 weeks): 07 September 2020 – 23 October 2020	
	Semester one – part two (7 weeks): 02 November 2020 – 18 December 2020	
	Semester two – part one (7 weeks): 25 January 2021 – 12 March 2021	
	Semester two – part two (7 weeks): 22 March 2021 – 14 May 2021	
	WHAT MODE OF STUDY ARE YOU APPLYING FOR?	
	Full time	
	Part time	

PERSONAL DETAILS	ABOUT THE APPLICANT			
	Have you previously applied to Newbold?	Yes		No
	If yes, please enter your student number			
	Title	Mr/Mrs/Miss/Ms/other		
	Surname			
	Previous surname (if applicable)			
	First name			
	Preferred name (known as)			
	Date of birth (DD/MM/YYYY)			
	Gender	Male		Female
	Marital status			
	Home address			
	Postcode			
	Country			
	Home telephone number			
	Mobile telephone number			
	E-mail address			
	EMERGENCY CONTACT DETAILS			
	Surname			
First name				
Relationship to applicant (e.g. parent, friend, etc)				
Address				
Postcode				
Country				
Telephone number				
E-mail				

**EDUCATION**

Your application will be considered based on your educational background. Please give full and accurate details in this section and order relevant qualifications starting with the most recent first. Please include certified copies of certificates and grades.

Date of award	Institution name and address	Award and course title	Result/grade

**PERSONAL STATEMENT**

Please tell us in a short personal statement why you have chosen to study at Newbold.

**ACCOMMODATION**

**HALLS OF RESIDENCE**

Keough House (male residence)		Schuil House (female residence)	
Shared room with shared bathroom		Shared room with shared bathroom	
Shared room with en-suite			
Single room with en-suite			

**FAMILY HOUSING**

Spouse's full name:							
Is your spouse a student at Newbold?				Yes		No	
Do you have children staying with you? If yes, please provide the following information.				Yes		No	
Age		Gender		Age		Gender	
Age		Gender		Age		Gender	

**OTHER**

If you will be living off-campus, please provide the address here if it is different to your home address.

**FEES AND FINANCING**

FEES 2019-2020	7 weeks	1 semester	2 semesters
ELC tuition (includes textbooks and trips)	<input type="checkbox"/> £1,447.50	<input type="checkbox"/> £2,895	<input type="checkbox"/> £5,789
Meals and accommodation: Keough House (male residence)			
Shared room with shared bathroom	<input type="checkbox"/> £730.50	<input type="checkbox"/> £1,461	<input type="checkbox"/> £2,923
Shared room with en-suite bathroom	<input type="checkbox"/> £1,149.50	<input type="checkbox"/> £2,299	<input type="checkbox"/> £4,598
Single room with en-suite bathroom	<input type="checkbox"/> £1,414.50	<input type="checkbox"/> £2,829	<input type="checkbox"/> £5,659
Refundable room deposit	<input type="checkbox"/> £200	<input type="checkbox"/> £200	<input type="checkbox"/> £200
Meal Plan (12 meals per week) ***	<input type="checkbox"/> £484.50	<input type="checkbox"/> £969	<input type="checkbox"/> £1,938
Meals and accommodation: Schuil House (female residence)			
Shared room with shared bathroom	<input type="checkbox"/> £730.50	<input type="checkbox"/> £1,461	<input type="checkbox"/> £2,923
Refundable room deposit	<input type="checkbox"/> £200	<input type="checkbox"/> £200	<input type="checkbox"/> £200
Meal Plan (12 meals per week) ***	<input type="checkbox"/> £484.50	<input type="checkbox"/> £969	<input type="checkbox"/> £1,938
<b>TOTAL COST</b>	<b>£</b>	<b>£</b>	<b>£</b>
Family Housing – on request according to availability ***12 meals per week for 15 weeks at £5.38, no refund			
<b>PLEASE TELL US HOW YOU PLAN TO PAY YOUR TUITION FEES</b>			
Personal/family resources			
Government body			
Name of organisation offering grant and/or loan			
Sponsorship:			
Scholarship from the British Union Conference (minimum length of membership required: 3 years)			
Scholarship from the Trans-European Division for applicants aged 18 -30			
Sponsorship from the Trans-European Division (MA Students)			
Children of Seventh-day Adventist Employees in the British Union Conference			
Children of Seventh-day Adventists Employees in the US			
Other (please specify)			
Parent/carer funded:			
Surname			
First Name			
Address			
Telephone number			
E-mail			

**Please tell us about any applicable visa arrangements.**

Country of birth	
Nationality (the country for which you are entitled to hold a passport)	
Do you hold dual citizenship?	
If yes, for which country? Please attached copies of all your passports.	
Country of domicile (the country you currently live in)	

**If you are currently living in the UK, please complete the next few questions and attach the relevant documentation to evidence your answer (e.g. visa in passport, Biometric Residence Permit, Home Office letter).**

I am a British citizen or UK National with Right of Abode in the UK	
I have Indefinite Leave to Enter/Remain in the UK	
I, or a member of my family, have been granted Refugee Status in the UK	
There is a limit on my stay in the UK	
- Date of issue of last visa/stamp in my passport	
- Date of expiry of most recent permission to stay	
Do you require a student visa to study in the UK?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you previously studied or are you currently studying in the UK?	Yes <input type="checkbox"/> No <input type="checkbox"/>

**If yes, please list the course(s) you have studied including any English courses, the type of visa and the course start and end dates. Please provide supporting certificates / transcripts and copies of your visa.**

Course title	Name of institution/ school	Course start/ end date	Level	Type of visa (please include copies)

When did you first enter the UK?	
Have you ever been refused a visa for entry into the UK? If yes, please provide refusal documentation.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you ever been denied entry into the UK? If yes, please provide refusal documentation.	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you ever been subject to any notice or removal from the UK by the Home Office due to overstaying Leave to Remain?	Yes <input type="checkbox"/> No <input type="checkbox"/>

If yes, please provide details including the date of your notice, including details of any sanctions.

**REFERENCES**

Reference forms are sent out with this application form. It is your responsibility to request references - Newbold is unable to request them on your behalf. References can be scanned and submitted by email directly to the Admissions and Records Office (admissions@newbold.ac.uk) by the referee. Family members may not serve as referees. **Please complete Section One of the Reference Form before passing it to your referee.**

**FIRST REFEREE**

Title and full name			
Occupation		Telephone/mobile	
Relationship to applicant			
E-mail address			
Address			
Country			
Postcode			

**SECOND REFEREE**

Title and full name			
Occupation		Telephone/mobile	
Relationship to applicant			
E-mail address			
Address			
Country			
Postcode			

**HOW DID YOU HEAR ABOUT NEWBOLD?**

**Please tell us how you heard about Newbold by ticking as many of the following as apply:**

From a current or past student on the programme	
From the Newbold website	
Facebook, Twitter or Instagram	
Search engine online (e.g. google)	
Link from another website	
From a recruitment trip/event	
From a Newbold advertising flyer	
From a pastor or someone else in the church	
I have known about Newbold for a long time	
A church publication (e.g. Messenger magazine)	
The Newboldian	
I don't remember how I heard	
Other (please specify)	

**DATA PROTECTION STATEMENT**

The Information you supply on this form will be used by Newbold in accordance with the Data Protection Act 1998. In addition, I agree to Newbold processing personal data described as Special Category Data as defined under the General Data Protection Regulation (GDPR). Please also see our corporate Privacy Notice placed on our website: [www.newbold.ac.uk](http://www.newbold.ac.uk)

Newbold will use the information to process your application and to provide any relevant further information by post, email or text. It will also be used to support the College's marketing and market research activities. Please tick the relevant box below if you do not wish to receive further marketing information.

Post	
Text	
Email	
Phone	

If at any time you change your mind and you would like Newbold to stop sending you such information, please contact the Recruitment, Marketing and Retention Department by emailing [info@newbold.ac.uk](mailto:info@newbold.ac.uk)

The information from your application will be used to set up a student record on Newbold's student information system. Where required, this information may be shared with the government or their respective agents to check the accuracy of personal information provided by students against external data sources such as the Higher Education Statistics Agency (HESA). The College may also contact other institutions to confirm previous qualifications obtained.

Newbold is required to check international students' eligibility to study in the UK. This may require Newbold to liaise with and exchange data with the Home Office or related Government agencies in relation to students' visa history and/or immigration history, during the admissions process.

I consent to the Home Office, or related Government agency, releasing information about my immigration history to the College for these purposes.	Yes	No
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**APPLICANT DECLARATION**

This section MUST be completed by the applicant:

**"By signing this form, I confirm that I am the applicant and the information I have provided in this form is accurate. I agree to Newbold processing personal data contained in this form for any purposes connected with my studies, the administration of my course or my health and safety whilst on Newbold premises."**

*By typing your name here, you are signing this form electronically.*

Signature of applicant

Date

**PLEASE NOTE THAT THIS SECTION OF THE APPLICATION WILL NOT BE USED IN THE CONSIDERATION OF YOUR ADMISSION TO NEWBOLD.**

DISABILITY AND MEDICAL INFORMATION	<p>If you declare a disability this <b>will not</b> be a factor in determining whether or not to offer you a place. However, it is important that Newbold knows if you have any special needs so that we can provide you with appropriate support and facilities. <b>This confidential information will, only with your consent, be shared with the Programme Leader and Residential Life Managers to support your wellbeing as a student.</b></p>				
	Do you consider yourself to have a disability?	Yes		No	
	If yes, please indicate the type of disability:				
	Blind or partially sighted		Deaf or hearing impairment		Personal care support
	Mental health difficulty		Wheelchair user or mobility difficulty		Autistic spectrum disorder (ASD) / Asperger syndrome
	Multiple disabilities				Specific Learning difficulties (dyslexia, dyspraxia, ADHD or a combination of these.
	Unseen disability e.g. diabetes, asthma, cancer, epilepsy, etc (please specify)				
	Multiple disabilities (please specify)				
	Medical condition (please specify)				
	Allergies (please specify)				
	Nature of support required. Please attach any supporting documentation you have such as assessments with recommendation from medical professionals.				
	Do you agree that this information can (where applicable) be shared with the Learning Support Coordinator, Programme Leader and the Residential Life Managers in order to ensure the provision of suitable support?			Yes	No



<b>DIETARY REQUIREMENTS</b>	<b>All meals served in the Newbold Cafeteria are vegetarian. Please indicate here below if you have any specific dietary requirements:</b>	
	Allergies	
	Dairy-free	
	Gluten-free	
	Lactose Intolerance	
	Other (please specify)	

<b>EQUAL OPPORTUNITIES MONITORING</b>	<b>ETHNIC ORIGIN</b>					
	White British		Black or black British - Caribbean		Asian or Asian British - Indian	
	White other		Black or black British - African		Asian or Asian British - Pakistan	
	Hispanic		Mixed - white and black Caribbean		Chinese	
	Latino		Mixed - white and black African		Mixed - white and Asian	
	Other mixed background		Other black background		Other Asian background	
	Other ethnic background (please specify)					
	<b>RELIGION</b>					
	Seventh-day Adventist		Christian		Jewish	
	Muslim		Hindu		Sikh	
	No religion		Prefer not to say			
	Other religion or belief (please specify)					

**CHECKLIST**

This form may be submitted electronically, or as a hard copy to:

**Admissions and Records Office**

Newbold College of Higher Education  
St Mark's Road  
Binfield, Bracknell  
Berkshire  
RG42 4AN  
United Kingdom

Or to: [admissions@newbold.ac.uk](mailto:admissions@newbold.ac.uk)

**Please ensure that you enclose the following documents. Incomplete applications will not be processed until all documents have been received.**

One completed application form with signed and dated declaration	
Certified* copy of passport	
Requested references	
Any supporting information on any medical conditions and/or disability I have	

*\*A certified copy is a photocopy signed by a solicitor/lawyer/notary to confirm that it is an authentic copy.*

Was this application form easy to complete?	Yes	No
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