**IMPORTANT:**
**PLEASE COMPLETE AND RETURN THIS FORM WITH YOUR APPLICATION**

**CONFIDENTIAL**
**ETHNIC ORIGIN SURVEY**

The university takes pride in the diversity of its students and is committed to creating an inclusive environment for students where differences are respected and students are treated in a fair and non-discriminatory way. The information you provide on this ethnic survey allows us over a period of time to determine our progress in meeting our commitment to increasing diversity in our student recruitment and retention.

All students applying to universities in the UK are asked to complete an ethnic origin form. The information is required by the Higher Education Statistics Agency and is used for monitoring purposes.

This information is NOT used for admissions purposes. Upon receipt in Student Services, the form is kept separate from your application and is not seen or made known to anyone considering your application for admission.

Please fill in the course you have applied for and print your name before signing the form. Please return this form with your application.

Please read the list below and tick the appropriate box that you feel most nearly describes your ethnic origin.

| White----------------------------- | (11) White – British |
|                                | (12) White – Irish  |
|                                | (13) White Scottish |
|                                | (14) Irish Traveller |
|                                | (15) White – Welsh  |
|                                | (19) Other white background |
| Black or Black British---------- | (21) Caribbean      |
|                                | (22) African        |
|                                | (29) Other Black background |
| Asian or Asian British--------- | (31) Indian         |
|                                | (32) Pakistani      |
|                                | (33) Bangladeshi    |
|                                | (34) Chinese        |
|                                | (39) Other Asian background |
| Mixed----------------------------| (41) White & Black Caribbean |
|                                | (42) White & Black African |
|                                | (43) White & Asian  |
|                                | (49) Other Mixed background |
| Other Ethnic background        | (80)                |
| I decline to say               | (98)                |

I consent to the university processing this information for monitoring purposes, on the understanding that it will not be divulged to any person considering my application for admission.

**NAME _______________________________  COURSE APPLIED FOR __________________**

Signature ___________________________ Date_________________________

**Important: Please complete and return this form with your application. Thank you.**
Please read the following guidance notes, if you have any further questions please contact Direct Admissions on the numbers at the end of the guidance notes:

Part 1
Please provide your personal details in capital letters. Have you undertaken study with this University in the past? Please tell us your ID number if you can, and any previous name (eg maiden name) by which you were known. Your home address is the address where you usually live. If you are currently living away from your permanent address please complete the admissions correspondence address section, specifying dates (if known). Please also provide your email address, telephone number, and mobile phone number, as this will make communication much faster.

Fee/Residence Status
Information provided in this section will help to determine the level of tuition fees payable (home or overseas). Definitions of the EU and EEA are given at the end of this section.

You are asked to assess which residential category applies to you. Please select the category which best describes you and enter the code in the box provided. The code you choose is provisional and the information will help the University to determine your residence status and thus your fee level. The University may request additional information and documentary evidence from you before a decision is taken.

Residence category definitions
A
You are a UK or EU national, or are the child, spouse or civil partner of a UK or EU national, and have lived in the European Economic Area (EEA) or Switzerland (or both) for three years prior to the start of your programme of study, but not just for full-time education.

If you are a UK national, you may also have lived in the Channel Islands or the Isle of Man (or both) during these three years.

If you are an UK or EU national you may also have lived in an 'overseas territory' during these three years.

B
You have Indefinite Leave to Enter or Remain in the UK or have the Right of Abode in the UK and have lived in the UK, the Channel Islands or the Isle of Man (or more than one of these) for three years prior to the start of your programme of study, but not just for full-time education.

C
You are a refugee or have been granted Exceptional Leave to Enter or Remain, Humanitarian Protection or Discretionary Leave in the UK following an application for asylum, and you have lived in the UK, the Channel Islands or the Isle of Man since this status was recognised or granted, or you are such a person's husband / wife / civil partner or child (and were such on the date on which the refugee made his / her application for asylum).

D
You are an non-UK EEA or Swiss national, you live in the UK and you are a migrant worker (or you are such a person's husband, wife, civil partner or child) and you have lived in the EEA or Switzerland for three years.

You are a non-UK EEA or Swiss national and you are a 'frontier worker' (or you are such a person's husband, wife, civil partner or child). A 'frontier worker' is an EEA / Swiss national working in the UK but who resides in Switzerland or the territory of an EEA State other than the UK and returns to their residence in Switzerland or an EEA state, at least once a week.

E
You are the child of a Swiss national and you have lived in the EEA or Switzerland for three years. If the main purpose of your residency in the EEA or Switzerland over this three year period was to receive full-time education you will have been ordinarily resident in the EEA of Switzerland immediately before this period. You will also be ordinarily resident in the UK on the 'first day of the first academic year of the course'.

F
You are the child of a Turkish Worker. Your Turkish national parent is ordinarily resident in the UK and is currently, or has been, lawfully employed in the UK. You will be ordinarily resident in the UK on the 'first day of the first academic year of the course'. You must also have been ordinarily resident in the EEA and / or Switzerland and/or Turkey for the three years before the 'first day of the first academic year of the course'.

G
You would otherwise meet the criteria of categories A, B, C, D, E or F but you have been living outside the UK, Channel Islands, Isle of Man, EEA, Switzerland,Turkey or Overseas Territories (or more than one of these) because you, your spouse/civil partner or your parent has been temporarily working outside the area in question.

O
Other - You do not fit into one of the above categories used to indicate eligibility for 'home' fees classification. By selecting this option you understand that your application will be considered as 'overseas' for fees purposes.

Nationals of the following countries are citizens of the European Union (EU):
Learning Beyond Registration Degree Application - GUIDANCE NOTES

Austria, Belgium, Bulgaria, Republic of Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and the United Kingdom.

The European Economic Area (EEA) includes the countries of the EU plus Iceland, Liechtenstein and Norway.

The following are referred to as 'Overseas territories', Anguilla, Aruba, Bermuda, British Antarctic Territory, British Indian Ocean Territory, British Virgin Islands, Cayman Islands, Ducie & Oeno Islands, Falkland Islands, Faroe Islands, French Polynesia, French Southern and Antarctic Territories, Greenland, Henderson, Mayotte, Montserrat, Netherlands Antilles (Bonaire, Curacao, Saba, Sint Eustatius and Sint Maarten), Pitcairn, South Georgia and the South Sandwich Islands, St Helena and Dependencies (Ascension Island and Tristan de Cunha), St Pierre et Miquelon, the Territory of New Caledonia and Dependencies, Turks and Caicos Islands and Wallis and Futuna.

If you select category 'O' but find that the circumstances which influenced this decision change between the time of submitting your application and a maximum of two months following commencement of your studies, please contact Registry Services immediately. In these circumstances, your fee classification may change.

Part 2
Proposed Programme of Study
Please specify whether you will be studying full-time or part-time, and the level of study (Undergraduate or Postgraduate). You should give the full name of the programme for which you are applying, including whether this is a BSc or MSc programme and your intended start time (normally immediate into current year, or in the next academic year (from September/October).

Part 3
Additional Needs
We are committed to delivering services and support that will allow every student to fulfil his/her potential in an accessible learning environment. The information you provide in this section helps us identify whether we can make any adaptations to meet your needs. We encourage you to declare any condition you may have, even if you do not require any special arrangements or facilities. Completing this section will not in any way influence the assessment of your academic qualifications. Once an academic assessment of your application has been made, the University’s Disability Service may invite you to visit the campus to discuss particular requirements.

Part 4
Higher Education
Please use this section to provide details of your Higher Education qualifications. Note that you should provide the details of your highest or most recent qualification first. You will need to provide a transcript of any non University of Southampton qualification that you offer as part of the entry criteria to the programme. It may be possible to gain entry to your proposed programme of study through the ‘Experienced Practitioner route’. Please tell us if you have passed this.

Part 5
Professional registration details
If you are registered with the UK Nursing & Midwifery Council or Health Professions Council, please provide us with your PIN number, and details of your registration.

Part 6
Academic credits achieved through previous units / continuing professional development (including those for which you are awaiting results)
Use this section to list units of study previously undertaken that are relevant to this programme, with the most recent listed first. It is a requirement of entry to the BSc (Hons) degrees in Clinical Practice and Public Health Practice that you have achieved a minimum of 120 HE credits at level 5 in an appropriate subject. This is normally demonstrated by a previous award stated in Part 4 above. Please include successful APL (Accreditation of Prior Learning) claims in this section. Accreditation of Prior Learning is a means of gaining credit towards a University of Southampton award, on the basis of previous experience or credits awarded by other Educational Institutions.

Part 7
Employment History
Please provide details of relevant employment. If specific work experience is required as an entry condition for the programme, please provide details here. If further space is required, please continue on a separate sheet, or enclose your curriculum vitae with your application.
Part 8
English Language Proficiency
If your first language is not English, and you do not already hold a first degree from a UK university, you will be required to achieve a satisfactory result in an approved English language test. This will ensure that you can enjoy the full benefits of your university studies.

Nationals from certain countries are exempt from English language tests. For details see our International Students' web pages at: www.soton.ac.uk/international/join_us/entryreqs.html or contact the International Office at international@soton.ac.uk.

The University accepts a range of qualifications, such as IELTS and TOEFL, or successful completion of an appropriate pre-entry English language course at the University. For a list of acceptable qualifications please consult the postgraduate prospectus, or see our online information about how to apply for postgraduate study at www.soton.ac.uk/postgraduate. Our entry requirements for international students are also listed on the International Students' web pages at www.soton.ac.uk/international. In general, only qualifications attained in the last three years will be accepted as evidence of current language proficiency.

If you have already taken an English language test please, give full details in the space provided. Please provide evidence of the qualification (i.e. certificate) with your application. Any offer of admission will remain conditional until the original documents have been submitted (with the exception of IELTS courses). If you have recently taken an IELTS test, please supply the 18-digit Test Report Form (TRF) number for verification.

Part 9
Funding
Please indicate how your programme will be funded.

Part 10
Referees
The University requires one or two recent references in support of your application, depending on the programme of study applied for. Please use the reference request forms included with this application pack. Referees may provide this information direct to the Academic School by email to PGapply.FHS@soton.ac.uk or post. E-mails should be from institutional e-mail addresses and not personal accounts (e.g. not Hotmail). Alternatively, references may be enclosed with your application form, but they must be included in a sealed envelope with the reference request form. It is YOUR responsibility to contact your referees and to send them the reference request form for completion.

The following degree programmes require you to provide ONE reference, academic or professional:
BSc Hons Clinical Practice (non Specialist Community pathway)
BSc Hons Public Health Practice (non Specialist Community pathway)
MSc Advanced Clinical Practice
MSc in Clinical Leadership in Cancer, Palliative and End of Life Care
MSc Public Health
MSc Leadership and Management in Health and Social Care
MSc Health and Rehabilitation
MRes in Clinical Research

The following degree programmes require you to provide TWO references, one academic and one professional:
BSc Hons Clinical Practice (Specialist Community pathways)
BSc Hons / MSc Public Health Practice (Specialist Community Public Health Nursing pathway)

Part 11
Personal Statement
Your personal statement should outline the reasons why you are applying for the programme of study, your career aspirations and relevant experience including your current or recent employment.
Part 12
Criminal Convictions
You must tell us about any criminal convictions, including spent sentences and cautions (including verbal cautions) and bind-over orders. In this case you may need an 'enhanced disclosure document' from the Criminal Records Bureau or Scottish Criminal Record Office Disclosure Service. The University will send you the appropriate documents to fill in.

You must enter X in the box if any of the following statements apply to you:

a. I have a criminal conviction
b. I have a spent criminal conviction
c. I have a caution (including a verbal caution)
d. I have a bind-over order
e. I am serving a prison sentence for a criminal conviction.

If you are convicted of a relevant criminal offence after you have applied, you must tell us. We will then ask you for details.

Part 13
Declaration
Please read the declaration carefully then sign and date the form, or, if you are returning your application by email, please tick the box and date the form.

Unsigned or un-ticked applications cannot be processed

Part 14
Checklist
Please ensure that you have read through the checklist and completed all relevant sections of the application form.

Specialist Community Nursing Degrees – Supplementary details

Students on the pathways for Community Nursing in the Home (District Nursing) and Community Children’s Nursing are required to select an optional 20 credit module. Please confirm your preferred module with your line manager. Every effort is made to give you your first choice of option, but this may not always be possible. Your choice must also fit in with core modules on your pathway. For additional advice on this please contact Mark Rawlinson (District Nursing) or Margaret Fergus (Community Children’s Nursing).

Further information

Ethnic origin survey

Please complete the separate ethnic origin survey form. This information is used by the University to determine our progress over time in meeting our commitment to increasing diversity in our student recruitment and retention. This information is not used when making a decision about whether to offer you a place. The information is kept separate from your application, and is not seen or made known to anyone considering your application.

Data Protection

As a general principle, information collected about applicants will be stored as a permanent part of the record and used only for the purposes for which it was collected, to enable the University's central and legitimate activities (mainly teaching and research), and to enable the procedures which underpin those activities. These procedures include admitting, enrolling, accommodating and examining students, compiling records and statistics and development of a continuing relationship with the University through the University of Southampton Society) to be undertaken efficiently. The information collected will be no more than is necessary for these purposes.
Learning Beyond Registration Degree Application - GUIDANCE NOTES
The University may be called upon to cooperate with the police in crime investigation, and with certain other public authorities and in such circumstances personal data may be released. You should be aware that information about your enrolment, attendance and progress at the University may be passed to your employer and to the Immigration and Nationality Directorate of the Home Office for purposes connected with immigration.

02380 597778
Taught Degree Application Form for Learning Beyond Registration

- Please read the accompanying guidance notes before completing this form.
- Please complete and return the Ethnic Origin form.
- There is an additional details form to include for Specialist Practice degrees
- Return the form and accompanying documents to: Recruitment and Admissions, School of Health Sciences, Nightingale Building (67), University of Southampton, Southampton, United Kingdom, SO17 1BJ

1. Personal Details

<table>
<thead>
<tr>
<th>Application Reference Number (Office Use Only)</th>
</tr>
</thead>
</table>

Have you studied at the University of Southampton before?  
Please tick [ ] Yes  [ ] No

If Yes, please provide your personal or student ID number, where known, and any previous name by which you were known (e.g., maiden name)

<table>
<thead>
<tr>
<th>Title (Mr/Mrs/Miss/Ms/Dr)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Surname or family name</td>
</tr>
<tr>
<td>Forenames in full</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Your gender</th>
<th>Male</th>
<th>Female</th>
<th>Date of Birth in full (DD/MM/YYYY)</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Permanent Home Address</th>
<th>Admissions Correspondence Address</th>
</tr>
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<tr>
<th>Postcode</th>
<th>Postcode</th>
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<table>
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<tr>
<th>Valid from</th>
<th>to</th>
</tr>
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</table>

E-mail

Telephone

Mobile

Your Nationality (if dual give both)  Country of Birth

Nationality of your parents:

<table>
<thead>
<tr>
<th>Mother</th>
<th>Father</th>
</tr>
</thead>
</table>

Your Country of permanent residence

Please indicate by ticking the relevant box where you have been ordinarily resident for the last 3 years

- [ ] Within the UK
- [ ] Within the EU
- [ ] Within the EEA
- [ ] Outside the UK, EU & EEA

Fee/Residence Status: Self Classification (Please refer to notes of Guidance): A [ ] B [ ] C [ ] D [ ] E [ ] F [ ] G [ ] O [ ]

2. Proposed Programme of Study

Please tick boxes to indicate whether you are applying for admission as:

- [ ] Part-time student  [ ] Full-time student
- [ ] Undergraduate degree student (e.g., BSc/BN)  [ ] Postgraduate student (e.g., MSc / PG Certificate / PG Diploma)

Please state the full name of the programme for which you are applying, and pathway / specialist practice area if appropriate (e.g., Health Visiting, School Nursing, District Nursing, Community Children’s Nursing)

Programme of Study: ____________________________  Pathway: ____________________________

Please indicate your preferred start time:

- [ ] current academic year  [ ] next academic year (from September / October)
3. Additional Needs (See Guidance Notes)
Please tick the relevant box if you have any of the following disabilities / medical conditions which might require special arrangements or facilities

2  ☐ Visual impairment  3  ☐ Hearing impairment  4  ☐ Mobility impairment
5  ☐ Personal care support  6  ☐ Mental Health issues  7  ☐ Unseen Disability eg Diabetes, epilepsy
8  ☐ Multiple Disabilities  10  ☐ Autism Spectrum Disorder  11  ☐ Specific learning difficulty eg Dyslexia
96 ☐ A disability not listed above

Are you registered disabled?  ☐ Yes  ☐ No

Please give further details if you have any of the above additional needs:

4. Higher Education
Please provide details of your academic qualifications in this section. Note that your current or most recent qualification should be detailed first.

<table>
<thead>
<tr>
<th>Institution</th>
<th>Title of Qualification</th>
<th>Main Subjects Studied</th>
<th>Attendance From – To</th>
<th>GPA/Degree Classification</th>
<th>Language of Instruction</th>
<th>Country of Study</th>
</tr>
</thead>
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</tbody>
</table>

5. Professional Registration Details – for applicants registered with the UK Nursing & Midwifery Council

Your NMC PIN number

<table>
<thead>
<tr>
<th>Part of NMC Register (1-3)</th>
<th>Registration Date (month/year)</th>
<th>Active / Non-Active</th>
<th>Re-Registration Due</th>
</tr>
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</table>

Current job title and grade

6. Academic credits awarded by University of Southampton which you wish to count towards this award (including APL claims and those for which you are awaiting results)

<table>
<thead>
<tr>
<th>Unit/Module</th>
<th>Educational Institution</th>
<th>Number of Credits awarded</th>
<th>Credit Level</th>
<th>Date awarded</th>
</tr>
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Do you intend to submit a claim for accreditation of prior learning, in order to obtain credit towards this award?  Yes / No

Estimated Number of Credits

7. Employment History (please include your current employment)

<table>
<thead>
<tr>
<th>Name of Employer</th>
<th>Location/ Country</th>
<th>Position Held</th>
<th>Dates From/To</th>
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8. English Language Proficiency

Please complete this section fully and, if possible, enclose a copy of your English language certificate with the application form. Please note: as a condition of your offer, you may need to supply the original transcript. English language qualifications must date back no more than three years.

a. Do you consider English to be your first language?          Yes ☐ No ☐

b. Does your country appear on our list of countries exempt from English language tests? (visit: www.soton.ac.uk/international/join_us/countriesexemptlangtest.html)
   Yes ☐ If Yes, please go to section 9
   No ☐ If No please continue to question c below

c. Have you taken an English language proficiency test in the last three years?       Yes ☐ No ☐
   If yes, please go to question d. below. If no, please go to question e.

d. Please provide details of the test date and outcome.

   IELTS  Scores: Overall  Listening  Reading  Writing  Speaking
   Test Report Form (TRF) number (if known)  Date
   TOEFL  Scores: Total  Essay  Date
   Other English language qualification  Title
   Score  Date

e. Are you planning to take an English Language test?      Yes ☐ No ☐
   If yes, please provide details of the planned test and date
   If no, please note that you may be required to take an English Language test as a condition of entry.

9. Funding

For internal purposes it is useful for the University to know how you intend to finance your studies. Please note that the information provided will not be taken into account when considering the outcome of your application.

Please tick the relevant boxes
☐Self  ☐Family  ☐Employer  ☐Sponsor (please attach a letter of sponsorship)
☐Scholarship – Name of Scholarship  Have you been awarded this scholarship? ☐Yes  ☐No

10. Referees

<table>
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<tr>
<th>Name</th>
<th>Name</th>
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</tr>
<tr>
<td>E-mail</td>
<td>E-mail</td>
</tr>
</tbody>
</table>
11. Personal Statement in support of your application

12. Criminal Convictions

If you have a relevant criminal conviction, enter X in the box  

Please see guidance notes for a definition of relevant criminal convictions.

13. Declaration – *Unsigned or un-ticked application forms cannot be processed*

By submitting this application form:

I declare that the information I have provided is accurate and no material information has been omitted. Any work submitted in support of this application is entirely my own. I consent to the university processing my application. I agree to abide by the University’s rules and regulations, if accepted onto a course.

If submitting by e-mail please tick this box to agree with this statement:  

If submitting by post please sign and date below:

______________________________  Date:

14. Checklist

Please check that you have:

- Completed all relevant sections of this form
- Completed and enclosed the Ethnic Origin form
- Enclosed English Language Certificate (if applicable)
- Completed part 12 relating to criminal convictions
- Signed or ticked box in part 13
- Enclosed any additional evidence (e.g. Degree certificates, transcripts)
- Contacted your referee(s) and asked them to forward references on your behalf (see guidance notes and part 10 above)
Reference request – Learning Beyond Registration study application

First Name(s) _____________________________________________
Last Name ________________________________________________
Date of Birth □ □ □ □ □ □
Programme of Study _______________________________________
Academic School _____________________________ Health Sciences
Academic School email address __PGapply.FHS@soton.ac.uk

To the applicant:
Please complete the boxes above with your name and the title of the
authorised research programme of study for which you have applied.
You will need to supply two references. Suitable referees may include
a former tutor, supervisor or employer.

To submit a reference in paper form:
• Detach this form and pass a copy to both referees. Please ask for a
(confidential reference to be returned to you in a signed and sealed
evelope.
• Return the unopened envelope with your application to the above
address.

To the referee:
The person named above has submitted an application for
postgraduate study at the University of Southampton and has
nominated you as a referee. The University places great importance
upon these references and we thank you for your assistance in
supporting this candidate’s application.
Please could you supply the University with a letter of reference,
commenting on the candidate’s academic ability and suitability for the
proposed programme of study. Please include the following
information in your reference:
• length of time you have known the candidate and in what capacity
• details of the candidate's degree programme, e.g. subjects, result
(or expected result) and performance
• position of the candidate relative to other students in the same year
-if known)
• candidate’s motivation and intellectual capacity, and his/her
aptitude and potential for postgraduate study
• details of relevant work experience and, if the candidate has been
employed by you, a brief description of their duties and standard of
work
• for a candidate whose first language is not English, please indicate
his/her standard of written and oral English
• any other relevant information.

You can submit the reference in paper form or by email:
1. In paper form: please ensure that your reference is written on an
official letterhead and authenticated by an official seal or sta.
Attach this form to your reference and place both in a sealed
envelope. Pass this envelope to the candidate, who will forward
your reference unopened to the University.
2. By email: please ensure that your reference contains the
Candidate’s name, date of birth and the programme of study as
listed above. Please also include your full postal and telephone
contact details, and the contact details for the academic or other
organisation through which you came into contact with the candidate.
E-mails should be from Institutional e-mail addresses and not personal
accounts (e.g. not Hotmail). Please email your reference to the
University. If you do not know the email
address, the reference should be sent to Direct Admissions at
PGapply.FHS@soton.ac.uk

If you have already submitted your application, please also send the
reference to the above address.

To submit a reference by email:
• Detach this form and pass a copy to both referees.
• Ask both referees to submit a reference by email to the above
address. E-mails should be from Institutional e-mail addresses and not personal
accounts (e.g. not Hotmail). If you do not know the email
address, the reference should be sent to Direct Admissions at
PGapply.FHS@soton.ac.uk

Under the provisions of the Data Protection Act 1998, we may be
required to make our applicant files including any references) available for inspection by the individual concerned.

Please note: As we are unable to make admissions decisions without
references, a delay in receiving the reference may affect the
candidate’s chance of securing a place on his/her chosen course.

Notes: The following brief notes may assist you with the reference:
Postgraduate Certificate: Suitable for students whose background is
not adequate for them to proceed direct to a Masters degree or
whose first degree was in a different discipline. Programme of study
typically lasts one year, full time.

Postgraduate Diploma/Masters Degree: Postgraduate degree study,
including an intensive taught element and three to five months’
independent research, leading to a dissertation. Full-time study
usually lasts one year.

Master of Philosophy/Doctor of Philosophy: Research degrees
usually require at least two years’ full-time study for the MPhil or
three years for the PhD.

Other Doctorate degrees (taught, professional and clinical):
Programme of advanced study and research designed to develop the
ability to work within a professional context. Study is typically part
time over several years.