

UNDERGRADUATE STUDY ABROAD APPLICATION FORM

Please complete this application in full and attach all required documentation as any missing or incorrect information may cause delays in processing your application.

SECTION 1A: PROGRAMME DETAILS

I am applying for the academic year 20..../20....

Semester 1 (September start) Semester 2 (January start) Academic Year

Where did you hear about this programme? _____



COLLEGE
CONTACT.COM

SECTION 1B: PRE-SESSIONAL ENGLISH

Is English your first language? Yes No

If English is not your first language, you will need to provide official proof of your English language level. Please include copies of any English Language tests that you have taken. If you do not meet the entry requirement you will be required to take Pre-Sessional English classes. Further details can be found at

<http://www.roehampton.ac.uk/English-Language-courses/Pre-Sessional-English/>

SECTION 2: PERSONAL DETAILS

Full name as it appears in your passport _____

Gender _____

Date of birth (DD/MM/YY) _____

Nationality _____

Country of birth _____

Permanent home address

Passport Number _____

Home telephone _____ Mobile/cell phone _____

Email address _____

Disability/Special needs YES / NO

If yes, please complete the Disability Form attached.

SECTION 3: PERSONAL STATEMENT

Please attach a short personal statement (300 – 500 words) stating why you wish to join the Study Abroad programme. The statement must be printed and not hand written.

SECTION 4: EDUCATIONAL DETAILS

Please provide details of your current college or university.

Name _____

Address _____

Study Abroad Coordinator _____

SAC Email _____ Telephone _____

Study years completed _____ Expected year of graduation _____

Current cumulative GPA or average grade _____

Classes you are currently taking if not listed on your transcript _____

SECTION 5: ACADEMIC REFERENCE

Please enclose a reference written by one of your tutors/professors from your current college or university. The reference should comment on your academic standing and your suitability for the Study Abroad programme.

SECTION 6: HOUSING

Housing on campus is guaranteed for Study Abroad students provided this application is received by the deadline. All housing is in single study bedrooms with shared kitchens and bathrooms. Private bathrooms are optional and subject to availability. Bed linen and contents insurance are included.

I would like to reserve housing on campus Yes No

If yes, housing will be allocated and the location will be advised near the time of arrival. Study Abroad students are dispersed on campus and integrated with British and other international students.

SECTION 7: IMMIGRATION INFORMATION

If you are a national of an EEA country (European Union plus Iceland, Liechtenstein and Norway) or you are from Switzerland, you can enter the UK freely and have an automatic right of residence for up to three months without needing to demonstrate that you are exercising a right of free movement, for example, to study or work. Once you have been accepted on a course of study, you have the right of residence in the UK for as long as your course lasts.

If you are a non-EEA national or a non-Swiss national, depending on your programme you will need:

- Student Visitor Visa if your programme is six months or less and does not involve an internship OR
- Tier 4 General Student Visa if your programme is more than six months and/or your programme involves an internship.

If you qualify for a Tier 4 General Student Visa, you will need a Confirmation of Acceptance of Studies (CAS) from Roehampton. This will be emailed to you by the Admissions Office on request and following acceptance to the programme.

Further information on immigration is available at www.roehampton.ac.uk

SECTION 8: MODULE (CLASS) CHOICES

Please follow these steps to select your modules:

1. Using the online Study Abroad catalogue at <http://studentzone.roehampton.ac.uk/programmedetails/ug/studyabroadcatalogue/> decide which modules you wish to study and read the module description to ensure you meet any prerequisites.
2. Select ONLY those modules available in the semester you attend. Modules with codes ending in A are offered in Autumn, modules with codes ending in S are offered in Spring. They are not interchangeable.
3. Using the full code and title please list below 8 modules in order of preference. Modules are not guaranteed and are subject to availability.
4. Students take a maximum of 60 UK credits per semester and the credit value is indicated by the first set of numbers within the module code.
5. Failure to provide us with a complete module selection may delay the process of registration on modules prior to your arrival.
6. You will have an opportunity to make changes to your module registration following arrival at Roehampton, but all modules are subject to availability.
7. Students attending for a full academic year are able to select modules with codes ending in Y that are taught across the academic year. These codes can be found on the individual course pages at <http://www.roehampton.ac.uk/Academic-Departments/>.

	Module Code	Module Title	For office use
1			
2			
3			
4			
5			
6			
7			
8			

SECTION 9: CHECKLIST

Please ensure you have enclosed the following documents:

- Completed application form
- An official transcript
- Academic reference
- Proof of English language ability (non-native English speakers only)
- Disability form if required

Please note that we are unable to make a decision on your application until all the above items have been received. If you are sending some items separately, please indicate when they are likely to arrive. We are unable to return original documents, but accept scanned applications and documents. You may be required to show original documents at registration.

Application deadlines: 31 May for September start
31 October for January start

SECTION 10: DECLARATION

I confirm that all the details I have provided are true and accurate.

Signature: _____ Date: _____

Send your application to:

Study Abroad Office
University of Roehampton
Froebel College
Lawrence Building
Roehampton Lane
London SW15 5PJ
England

Or email: international@roehampton.ac.uk

Or fax: +44 (0)20 8392 3148



**COLLEGE
CONTACT.COM**

College Contact GmbH
Hanauer Landstrasse 151-153, 60314 Frankfurt am Main (Germany)
Phone: +49 69 907 2007 30
Email: beratung@college-contact.com
Web: <https://www.college-contact.com>

Disability Form

This form will be detached by the University and will not be used in the selection process

The University of Roehampton aims to support students with disabilities or specific learning difficulties to the best of its ability.

Please tick the box below if you wish to record that you have a disability, or a specific medical condition:

Dyslexia		Blind/partially sighted	
Deaf/hard of hearing		Asperger's Syndrome/Autism	
Mobility difficulties		Wheelchair user	
Mental health difficulties			

An unseen disability (eg. Diabetes, epilepsy, asthma). Please specify:

Any other - please give details:

I agree to the information given to be passed on by Learning Support as necessary.
This will enable them to liaise with your Academic School to best support you in your studies.

I do not agree for the fact that I have a disability or a specific learning difficulty or its nature to be passed on or discussed with any other person.

I consent to the information given in this supplement being stored electronically within Roehampton's Student Information System. I understand that strict rules on security and confidentiality of data will be observed and the provisions of the Data Protection Act 1998 will apply on use of and access to information. This consent will cover the period of my studies at the University unless it is withdrawn by me in writing.

Name:

Signature:

Date:

Roehampton Abroad
University of Roehampton

Applicant Recommendation Form

Applicant name:
Program name:
Term:

Applicant Instructions:

Fill in the top section of this form, up to and including the Read Waiver, and then deliver it to the recommender to be completed.

Recommender Instructions:

Please complete and sign this document. After completion, please place into an envelope, seal the envelope, and sign your name across the seal. Note that if the applicant has indicated NO to the Read Waiver, he or she will have access to read your comments.

Please mail or hand deliver the completed recommendation to:

University of Roehampton
Roehampton Abroad
Roehampton Lane
London SW15 5PU
United Kingdom

You may use additional paper if necessary, but please remember to include this form when you send it. If you do not return this form by the application deadline, the applicant's application will not be complete.

Thank you,
Roehampton Abroad

Recommender's full name:

Recommender's email:

Read Waiver

Applicant waives his/her right to read or obtain copies of this recommendation:

____ Yes ____ No

Academic recommendations:

1. Recommendation for the applicant to study abroad at the University of Roehampton (*)
A letter of recommendation is required from an academic member of staff at the applicant's home University. This is required for all students applying to take part in our Study Abroad Programme. All recommendations are strictly confidential. Please can you indicate how long you have known the applicant for and which classes they have taken with you. Please can you also comment on their academic standing and suitability for the Study Abroad Programme.
Thank you so much!

(If more space is required, please attach it to this document.)

*** Indicates a response is required.**

Recommender's signature: _____ Date signed: _____

Work phone number: _____