

# Application form

1. Fill in all sections of the form
2. Attach certified copies of academic transcripts and exam results (translated if not in English)
3. Send to Kaplan International Colleges (details overleaf)

## 1. Contact details

Family name or surname (as on passport):	Nationality:
First name (as on passport):	Passport number:
Middle name(s):	Email address: (compulsory)
Gender: (please ✓) <input type="checkbox"/> Male <input type="checkbox"/> Female	Will you be under the age of 18 when your programme is due to start? (please ✓) <input type="checkbox"/> Yes <input type="checkbox"/> No
Date of birth (dd/mm/yy):	
Address for correspondence (where we will send your admissions documents):	Home address (if different from your address for correspondence):
Postcode:	Postcode:
Country:	Country:
Telephone:	Telephone:
Mobile:	Mobile:

## 2. Programme and degree course choices

**Nottingham Trent International College programme choice (please ✓):**

<input type="checkbox"/> Foundation Certificate in Art and Design	<input type="checkbox"/> Graduate Diploma in Business
<input type="checkbox"/> Foundation Certificate in Business, Law and Social Sciences	<input type="checkbox"/> Graduate Diploma in Computing
<input type="checkbox"/> Foundation Certificate in Computing	<input type="checkbox"/> Graduate Diploma in Gallery, Museum and Heritage Management
<input type="checkbox"/> Foundation Certificate in Media and Communications	<input type="checkbox"/> Graduate Diploma in International Relations
<input type="checkbox"/> Diploma in Business	<input type="checkbox"/> Graduate Diploma in Journalism, Media and Communications
<input type="checkbox"/> Diploma in Computing	<input type="checkbox"/> Graduate Diploma in Legal Studies

Programme start date (please ✓):

May 2010  Sept 2010  Jan 2011  May 2011

Nottingham Trent University degree choice:

## 3. Education history

Please list all schools, colleges and universities attended since the age of 11.

Institution (name and country)	Dates attended (from – to)	Qualification awarded

## 4. English language proficiency

English proficiency test results will be required, before enrolment, for all students whose first language is not English, or whose primary language of instruction has not been English. Have you taken a recognised English language test? (please ✓)  Yes  No

If yes, please enter your score in the relevant box below. If no, you can still apply and we will issue you with a conditional offer.

We will automatically add a Pre-Sessional English course to your offer if you do not meet the standard English language entry requirements.

IELTS <input type="text"/>	Kaplan Eng. test <input type="text"/>	TOEFL <input type="text"/>	Other <input type="text"/>
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## 5. Special needs

Do you have any disability, health issue or any other difficulty which may mean you would need special support? (please ✓)  Yes  No  
If yes, please give brief details (this will not affect your application):

  

## 7. Employment history

How many years of full-time work experience do you have?

If you have work experience, please describe the most recent full-time position you have had which lasted at least 12 months. Any previous work history should be included by attaching an extra sheet or CV to your application.

Employer:

Dates (from – to):

Main responsibilities:

  
  
  

## 9. Why did you choose us?

Why did you decide to apply to Nottingham Trent International College:

  
  

## 6. Declaration of criminal record

Do you have any criminal convictions in any country – excluding spent convictions and minor motoring offences? (please ✓)

Yes  No

If you tick yes, you may be required to provide details.

## 8. General questions

Where did you hear about Nottingham Trent International College? (please ✓ and answer relevant questions below)

Friend or relative

School or college counsellor

Which school?

Advertisement

Which publication:

Interview/seminar with Nottingham Trent International College staff

Where?

When?

Education exhibition

Where?

When?

Nottingham Trent International College website

The British Council

Somewhere else

Please specify:

## 10. Declaration

I declare that the information I have supplied on and with this form is complete and correct. I understand that Nottingham Trent International College may need to process and store my information in countries outside the UK (and not subject to UK Data Protection laws), such as the United States or other countries where we have offices or service providers. I consent to the transfer of my information to these other countries. I understand that the giving of false or incomplete information may lead to the refusal of my application or cancellation of my enrolment. I have read, understood and agreed to the terms and conditions and fees of Nottingham Trent International College as outlined on the Nottingham Trent International College website. I undertake to pay the fees incurred as they are due and understand that Nottingham Trent International College fees may increase. I authorise Nottingham Trent International College to supply any relevant official records of my progress at the College to Nottingham Trent University, my parents, guardian, sponsor or their nominee.

I confirm I have read, understood and agree to the declaration above (please ✓):  Yes

Name:

Date:

**To be completed by the applicant's parent or guardian if the applicant is under 18 years of age:**

I confirm that I have read, understood and agree to the declaration above on behalf of the applicant (please ✓):  Yes

Name:

Date:

## 11. Final check-list

Please check you have supplied all the required information and followed this check-list:

1. Complete all sections of the application form  Yes
2. Confirm you agree to the declaration above  Yes
3. Attach certified copies of academic transcripts and examination results (translated if not in English)  Yes
4. Send your application and copies of academic transcripts and examination results to:

Email: [info@ntic.org.uk](mailto:info@ntic.org.uk)

Fax: +44 (0) 20 7881 0710

Post: Kaplan International Colleges, Shepherds Central, Charecroft Way, London W14 0EE, UK