



# University of Glasgow Application for Graduate Studies

Please consult the booklet Notes for Applicants and the Prospectus when completing this form as different departments require different information. **PLEASE COMPLETE THE FORM IN BLOCK CAPITALS AND BLACK INK**

This information is available in other formats upon request, for example for the visually impaired.

**1 Personal Details** App. Ref. no (official use only) \_\_\_\_\_

Once completed, you must return this form to the Department / Faculty / Graduate School to which you are applying-see Notes for Applicants

Family Name / Surname .....

Other Name(s) .....

Title Dr / Mr / Ms etc ..... Gender (please tick)  M  F Date of Birth ..... / ..... / .....

If you are a member of the staff of the University of Glasgow, please give your Staff Number .....

Permanent Address .....

.....  
.....

Post / Zip code .....

E-mail .....

Tel No. .... Fax No. ....

Correspondence / Employer's Address/Agent (if different from above) .....

.....  
.....

Post / Zip Code .....

E-mail .....

Tel No. .... Fax No. ....

Dates at Correspondence Address – from ..... / ..... / ..... until ..... / ..... / .....

Country of Permanent Residence .....

Nationality .....

**2 Programme of Study** Please refer to the Prospectus for details of Research degrees and Taught programmes

Are you applying to be a Research student, or for a Taught degree programme? (please tick)  Research  Taught

Intended start date ..... / ..... / ..... Mode of study (please tick)  Full time  Part time

Research –

Graduate School / Department .....

Qualification / Degree (PhD) (MSc by research) etc .....

Research / Theme / Title / Project .....

.....

Prospective Supervisor(s) .....

Taught –

Graduate School / Department .....

Name of degree / Course / Module(s) / Strand .....

Qualification (MSc) (MPhil) (MRes) (PgDip) etc .....





**10 Referees**

See Notes for applicants

Please complete this section as well as including two references on letterheaded paper.

Referee One – Name and Address .....

.....

Post / Zip Code .....



Tel No. ....



Fax No. ....



E-mail .....

Referee Two – Name and Address .....

.....

Post / Zip Code .....



Tel No. ....



Fax No. ....



E-mail .....

**11 Source of Information**How did you hear about Graduate Studies at the University of Glasgow?  
Please tick as many as apply. Prospectus  Careers Service **At a Graduate Recruitment Fair** (where) ..... Webpages  Hobson's Guide **Education Magazine / Guide** (please name) ..... Other website  Hobson's website **Web Search Engine** (please name) ..... Poster  CSU Prospects Guide **Word of mouth** (whom) ..... British Council  CSU Prospects website **Other source** (please name) ..... Agent (please name) .....

Now complete the checklist and declaration below.

## Declaration

See Notes for Applicants

I hereby apply for Graduate Studies at the University of Glasgow and I confirm that the information given in this form is correct. I confirm that the documentation I have supplied with my application is genuine, and I understand that the University will withdraw my application if any aspect of my application is found to have been falsified.

I hereby confirm that I understand that the University of Glasgow will accept no liability for my tuition fees or living expenses in the event of my admission.

Signature..... Date .....

PLEASE SEND YOUR APPLICATION TO THE ADDRESS SHOWN IN NOTES FOR APPLICANTS FOR THE GRADUATE SCHOOL OR FACULTY TO WHICH YOU ARE APPLYING.

## 12 Checklist

See Notes for Applicants

1 I have enclosed documentary evidence of (please tick)

- i) academic and professional qualifications
- ii) proficiency in English
- iii) financial support

Copies should be sent at this stage. Do not send original documents. You may be asked to provide these for examination later.

- 2 Two confidential references in sealed envelopes
- 3 CV, if requested
- 4 Research proposal, or sample of academic work if required
- 5 I have signed the declaration above

The University collects information about its students for various academic, administrative, health and safety reasons. The information is processed in accordance with the 1998 Data Protection Act, and is disclosed to third parties only with the individual's consent or to meet a statutory obligation, an example of which is the disclosure of information to the Higher Education Statistics Agency.

We may wish to contact you occasionally with information on new course developments at the University.

Please tick here if you wish to receive this information.



For University Use Only

Please proceed to pages 7 and 8

Applicant's Name

App. Code

## FOR COMPLETION BY HEAD OF DEPARTMENT

Admission Recommended (please tick)  Yes  No

Conditions (for admission) or Reasons (for rejection)

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Qualification (please ring)

CBA	Cert	DClinPsy	DDS	Dip	LLM	MAcc	MArch
MBA(FT)	MBA(PT)	MCC	MD	MEd	MFA	MFin	MLitt
MMus	MN	MPH	MPhil(R)	MPhil(T)	MRes	MSc(R)	
MSc(T)	MSW	MTh(T)	MTh(R)	MVM	PhD		

Research Topic / course Title .....

Advisor .....

Supervisor(s).....

Funding Source .....

Bench Fee / Discount Details (if any) .....

Is the research project as outlined one which, with reasonable diligence, will be completed within the statutory period of study?  Yes  NoIs the applicant sufficiently well-prepared to meet that target?  Yes  No

Suggested start date (to be approved by Head of Department) .....

Signature of Supervisor(s) / Director of Studies .....

University Staff Number(s).....

Signature of Head of Department .....

## FOR COMPLETION ON BEHALF OF THE HIGHER DEGREES COMMITTEE

Admission Approved (please tick)  Yes  No

Conditions.....

Signature of Convener .....

## FOR OFFICE USE

Date received .....

Date offer sent .....

Reply.....

FEE STATUS (please ring)

Home / EU Full-time	Home / EU Clinical	Home / EU Part-time	Home / EU Pre-clinical	Overseas Full-time
Overseas Clinical	Overseas Part-time	Overseas Pre-clinical	Research Assistant	Staff

CHECKLIST

 Two References Engl Score Funding guarantee Academic Certs Research Proposal / Sample of recent academic work

## Monitoring Form

The University collects information about its students for various academic, administrative, health and safety reasons. The information is processed in accordance with the 1998 Data Protection Act, and is disclosed to third parties only with the individual's consent or to meet a statutory obligation, an example of which is the disclosure of information to the Higher Education Statistics Agency. The information you supply on this sheet will be filed separately and not revealed to those making the academic decision on your application.

## Criminal Convictions

To help us reduce the risk of harm or injury to our students by the criminal behaviour of other students, we must know about any relevant criminal convictions that an applicant may have.

Relevant criminal convictions are only those 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.

Applicants who enter X in the box will not be automatically excluded from the application process. However we may want to consider the application further or ask for more information before making a decision.

If you are convicted of a relevant criminal offence after you have applied, you must tell us during the application cycle. Do not send details of the offence; simply tell us that you have a relevant criminal conviction. We may then ask you for more details.

**CRIMINAL CONVICTIONS: If you have a relevant criminal conviction, enter X in the box. See above for a definition of relevant criminal convictions.**

## Ethnic Origin Monitoring

Please enter in the box the code from the list below which best describes your ethnic origin. **Only applicants whose permanent residence is in the UK are asked to answer this question.** The University has a statutory obligation to collect this information which is required for statistical purposes only. This information will not have any bearing on the outcome of your application.

- 11.....White-British
- 12.....White-Irish
- 13.....White Scottish
- 19.....Other White Background
- 21.....Black-Caribbean
- 22.....Black-African
- 29.....Black-Other
- 31.....Indian
- 32.....Pakistani
- 33.....Bangladeshi
- 34.....Chinese
- 39.....Other Asian
- 41.....White and Black
- 42.....White and Black African
- 43.....White and Black Asian
- 49.....Other Mixed Background
- 80.....Other
- 90.....Not Known
- 98.....Information Refused

Ethnic Origin Code

