

NOTTINGHAM TRENT INTERNATIONAL COLLEGE AND KAPLAN INTERNATIONAL ENGLISH JOINT APPLICATION FORM FOR UNIVERSITY PREPARATION AND ENGLISH LANGUAGE COURSE

1

Fill in all sections of the form.

2

Attach certified copies of academic transcripts and exam results (translated if not in English), as well as English test results if you have them.

3

Send your application and supporting documents to us or to your Kaplan representative.

| A STUDENT PERSONAL INFORMATION | | B STUDENT CONTACT INFORMATION | |
|--|--|-------------------------------|--|
| First name: | | Home address: | |
| Middle names: | | Postcode: | |
| Family name (surname): | | Country: | |
| Gender: | | Telephone number: | |
| Date of birth (dd/mm/yyyy): | | Email: | |
| Will you be under 18 when your English language course is due to start? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |

| C STUDENT PASSPORT AND VISA INFORMATION | |
|--|--|
| Nationality: | Have you been granted a visa to study in the UK before? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please provide copies of all visas and CAS statements for any previous UK study. |
| Passport number: | Have you been refused a visa to study in any country? <input type="checkbox"/> Yes (provide details) <input type="checkbox"/> No |
| Secondary nationality (if applicable): | |
| Secondary passport number (if applicable): | |

| D EMERGENCY CONTACT (PARENT / GUARDIAN / NEXT OF KIN) INFORMATION | |
|---|------------------------------|
| Contact name: | |
| Relationship to student (e.g. father): | Gender of emergency contact: |
| Contact's address: | |
| Postcode: | Country: |
| Contact's telephone number: | Contact's email: |

| E EDUCATION HISTORY | | |
|--|----------------------------|-----------------------|
| Please list all schools, colleges and universities attended (continue on a separate sheet if necessary): | | |
| Institution (name and country) | Dates attended (from - to) | Qualification awarded |
| | | |
| | | |
| Have you or an agent applied to Nottingham Trent University directly? <input type="checkbox"/> Yes (please give details below) <input type="checkbox"/> No | | |

| F ENGLISH LANGUAGE | | | |
|--|--------------------------|----------------|----------------|
| Have you taken an English language test? <input type="checkbox"/> Yes (please fill in the remaining details below) <input type="checkbox"/> No | | | |
| Name of test: | Date taken (dd/mm/yyyy): | Overall score: | |
| Speaking score: | Listening score: | Reading score: | Writing score: |

| G EMPLOYMENT HISTORY | | H DECLARATION OF CRIMINAL RECORD | |
|---|--|--|--|
| How many years of full-time work experience do you have? | | Do you have any criminal convictions in any country? <input type="checkbox"/> Yes (give details below) <input type="checkbox"/> No | |
| Please describe your most recent full-time position that lasted at least 12 months. Include any previous work history on an extra sheet or CV with your application. | | | |
| Employer: | | | |
| Dates (from-to): | | | |
| Main responsibilities: | | | |

| I AGENT INFORMATION | |
|--|--|
| Do you have an educational agent? <input type="checkbox"/> Yes (please give details below) <input type="checkbox"/> No | |
| Agent name: | |
| City: | |

J ENGLISH LANGUAGE SCHOOL AND COURSE INFORMATION

Kaplan International English school location:

If your English level is known, please indicate the required length of study:

- 10 weeks IELTS Preparation (with no additional Intensive English)
 10 weeks IELTS Preparation + Intensive English (please specify number of weeks of Intensive English): 10 weeks 20 weeks 30 weeks

Please note, we will review course length and suggest a start date to match your university preparation course start date.

K ACCOMMODATION FOR YOUR ENGLISH LANGUAGE COURSE

Accommodation type: Homestay Residence Apartment

Room type: Single room Twin room

Accommodation name:

Meals per week (if different options are advertised):

Do you have any special requests for your accommodation (e.g. allergies, special diet, no cats/dogs)? Yes (please write details below) No

Do you smoke? Yes No

London homestay zone (if applicable): Zones 1-2 Zones 3-4
Dublin homestay zone (if applicable): Zone 1 Zone 2
Homestay extras (subject to availability): Private bathroom Close to school
Other accommodation extras may apply, including seasonal extras during the summer or at Christmas. See price list or speak to a Kaplan representative for details.

L AIRPORT TRANSFERS FOR YOUR ENGLISH LANGUAGE COURSE

Do you want an airport transfer on arrival? Yes No On departure? Yes No

M UNIVERSITY PREPARATION COURSE AND DEGREE INFORMATION

Nottingham Trent International College university preparation course choice:

- Foundation Certificate in Art and Design
 Foundation Certificate in Business, Law and Social Sciences
 Foundation Certificate in Computing
 Foundation Certificate in Media and Communications
 Foundation Certificate in Science and Engineering
 International Year One in Business
 International Year One in Computing
 Pre-Master's in Business
 Pre-Master's in Computing
 Pre-Master's in Gallery, Museum and Heritage Management
 Pre-Master's in International Relations
 Pre-Master's in Journalism, Media and Communications
 Pre-Master's in Legal Studies
 Pre-Master's for Psychology and Public Health

University preparation course start month and year:

January September Year: _____

Full title of degree at Nottingham Trent University:

N ACCOMMODATION AND AIRPORT TRANSFERS FOR YOUR UNIVERSITY PREPARATION COURSE

Do you require Nottingham Trent International College-arranged accommodation?

Yes No

You are not required to book accommodation for your university preparation course at this stage. Closer to the start of your university preparation course, we will contact you with accommodation options and details of our airport transfers. We will also request that you send us your arrival information.

O INSURANCE FOR YOUR ENGLISH LANGUAGE AND UNIVERSITY PREPARATION COURSE

Do you have comprehensive travel and health insurance for the duration of your English language and university preparation course? Yes No

If yes, please submit a copy of your insurance policy document. If no, we will contact you with full details of Kaplan Care insurance once your application has been accepted. Comprehensive insurance for the duration of your studies is compulsory. Failure to disclose relevant medical details might affect the validity of your insurance policy.

P STUDENT MEDICAL INFORMATION

Nottingham Trent International College and Kaplan International English are committed to equality of opportunity and aims to provide an inclusive learning environment for students with special needs or disabilities. To help us best support you, please provide as much information as you can on your particular needs.

Do you have any medical conditions? Yes No If yes, on a separate sheet, please give details of any medical conditions or allergies that require attention or notification and any prescribed medication taken regularly (this will not affect your application).

Do you consider yourself to have a disability? Please tick the relevant box(es) below:

- No disability
 Physical impairment or mobility issues such as difficulty using your arms or using a wheelchair or crutches
 Blindness or serious visual impairment uncorrected by glasses
 Deafness or serious hearing impairment
 Long-standing illness/health condition such as cancer, HIV, diabetes, chronic heart disease, epilepsy, asthma, sickle-cell anaemia or allergies
 Specific learning disability such as dyslexia, dyspraxia or ADHD
 Mental health condition such as depression, schizophrenia or anxiety disorder
 Social/communication impairment such as Asperger's or other autistic spectrum disorder
 Disability, impairment or medical condition that is not listed above

On a separate sheet, please give details of your disability and the support you would need. Please note that some support services might take considerable time to organise, such as books in braille format or modifications to buildings.

We ask therefore that you include as much as information as possible so we can support you effectively during your studies. Failure to disclose relevant medical details might affect the validity of your insurance policy.

Nottingham Trent International College and Kaplan International English will ensure all personal data enclosed will be used only to plan appropriate support, and might need to disclose appropriate and relevant details to partner universities to facilitate this process.

I agree to appropriate, relevant details being used in this way.

Completing and signing this form gives permission to trained staff or any licensed hospital or physician to give first aid if required to you, or to your son / daughter if he / she is under 18 years old.

Q 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 and / or Kaplan International English might 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 might lead to the refusal of my application or cancellation of my enrolment.

Except where expressly stated on the next page, if a student is accepted on to a Kaplan International English course progressing to a Nottingham Trent International College course (the Kaplan Joint Offer programme), the Terms and Conditions for Kaplan International English (KIE) and Nottingham Trent International College (NTIC) will apply to the student for each course respectively while the student is enrolled on that course. The KIE Terms and Conditions can be found at: www.kaplaninternational.com/terms. The NTIC Terms and Conditions can be found at: www.kic.org.uk/nottingham-trent/how-to-apply/terms-and-conditions. I have read, understood and agree to be bound by all applicable Terms and Conditions.

I hereby consent to Nottingham Trent International College contacting any school or institution at which I have previously studied in order to verify the information I have provided in the application, and hereby authorise such school or institution to disclose such information. I undertake to pay the fees incurred as they are due and understand that fees of Nottingham Trent International College and Kaplan International English might increase. I authorise Nottingham Trent International College to supply any relevant data to Nottingham Trent University. I also authorise Nottingham Trent International College and Kaplan International English to supply official records of my course progress to my parents, guardian, sponsor or their nominee.

I can confirm I have read, understood and agree to the declaration above.

Name: _____

Date: _____

To be completed by the student's parent/guardian if the student is under 18 years old: I confirm I have read, understood and agree to the declaration above on the student's behalf.

Name: _____

Date: _____

R CHECKLIST

- 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 (with certified translations if not in English) and English language test results if you have them Yes
- 4) Send your application and copies of supporting documents to your Kaplan representative or to kicinformation@kaplan.com

NOTTINGHAM TRENT INTERNATIONAL COLLEGE AND KAPLAN INTERNATIONAL ENGLISH ADDITIONAL TERMS AND CONDITIONS FOR THE KAPLAN JOINT OFFER PROGRAMME

APPLICATION AND OFFER

Students applying for Kaplan the Joint Offer Programme will be required to complete and sign the joint application form and send the completed and signed form to the listed Kaplan contact, together with any required documentation detailed in the joint application form.

If the Student is under 18 years old, their parent or legal guardian should complete and sign the joint application form.

Kaplan reserves the right to accept or reject any application.

If Kaplan accepts the Student's application, the Student will receive an offer contained in an offer letter and an acceptance form.

To accept the offer, the Student must complete and sign the acceptance form and pay the deposit and any fees as detailed in the offer.

On Kaplan's receipt of the completed and signed acceptance form, deposit and fees, a legally binding contract will be formed between the Student and Kaplan, which remains conditional on the Student meeting all conditions in the offer letter and meeting all immigration requirements.

Details of immigration responsibilities can be found on the UK Visas and Immigration website. A Student is responsible for ensuring he or she fully complies with the immigration laws of the United Kingdom when entering the UK for a course of study.

REFUND

In addition to any refund the Student may be eligible for under the Nottingham Trent International College (NTIC) Terms and Conditions, the Student may be eligible for a refund of the deposit provided for the NTIC programme if the student attends at least 80% of the classes for Kaplan International English and can show proof of failing to meet the required scores on at least three attempts of approved Secure English Language Tests.

Any refund will be at the discretion of Kaplan International English and Nottingham Trent International College, and contingent on the student making a good faith effort to pass the Secure English Language Tests.



PROGRESS TO A DEGREE AT NOTTINGHAM TRENT UNIVERSITY