

APPLICATION FORM FOR MODERN LANGUAGE COURSE 2019/2020

<p>Please complete all sections using BLOCK CAPITALS and typescript or black ink and post to: Modern Languages Programme Room G02, Macaulay Hall, Headingley Campus, Leeds Beckett University, Leeds, LS6 3QN (Forms cannot be accepted by email) Please do not write in any shaded boxes. * indicates a Mandatory Field</p>				<p align="center">OFFICE USE ONLY</p> <p>Date Received:</p> <table border="1"> <tr> <td>NEW/LANN</td> <td></td> </tr> <tr> <td>CMP</td> <td></td> </tr> <tr> <td>LANR</td> <td></td> </tr> </table> <p>Student ID:</p>		NEW/LANN		CMP		LANR	
NEW/LANN											
CMP											
LANR											
Programme Code:		Major Code:		Year:							
CRN 1:		CRN 2:		End Date:							
<p>Transfer Details for accredited route:</p> <p>Programme Code: _____ Major Code: _____ Year: _____</p> <p>CRN 1: _____ CRN 2: _____ End Date: _____</p>											
<p>1. Course Details</p> <p>Please complete all fields as fully as possible. Those marked * are compulsory. For help completing this section, please refer to our website leedsbeckett.ac.uk/parttimelanguages</p>											
Class Code & Level:* <i>Example:</i> SP2d Elementary	Language:* Spanish	Day:* Wednesday	Time:* 11.00	Location:*(Headingley Campus/Rose Bowl) Headingley	Fee* £395						
<p>Important Information: You will be enrolled on to the non-accredited route in the first instance. Transfer onto the accredited route, where available, will be based on the assessment test/ certification. You will be required to provide your tutor with a copy of your passport or birth certificate by 31st October if you wish to study on the accredited route.</p>		<p>I wish to study on the accredited route (Advanced level and above only)</p>		<p>Yes</p>	<p>No</p>						
Total Fees £											

<p>2. Personal details</p> <p>If you have previously studied at Leeds Beckett please supply your Student ID.</p>			
<p>Have you previously studied at Leeds Beckett (formerly Leeds Metropolitan)? Yes / No*</p>		<p>Leeds Beckett Student Number if applicable and if known:</p>	
Title:*	Mr / Miss / Mrs / Ms / Dr / other:		
Family Name (s)*		Gender*	Male / Female/Prefer not to say
First Name *		Middle Name	

Previous Family Name (s)			
Correspondence Email:* If you do not receive a confirmation email within two weeks, please contact us		Mobile No:	
		Home Telephone:	
Have you ever been refused a visa of any type for the UK or any other country?* <i>If Yes, you will be contacted for further information</i>		YES	NO

	Home address – permanent residence*	Term time address (if different)
Address Line 1		
Address Line 2		
Address Line 3		
City		
Post Code		
County		
Country		
Home telephone (inc dialling code)		
Dates at correspondence address		

3. Nationality			
<p>This section helps to identify your status for fees purposes, i.e. how much you will pay if you enrol onto a course at Leeds Beckett University if there are differing fees. Please complete the Country of Birth and Nationality sections. If you were not born in the European Union, please ensure that you complete the date of entry fields. If we need further information with regard to your fee status, you will be contacted by the Student Admissions Team.</p>			
I am a permanent resident* Select the Box which applies to you	In the UK <input type="checkbox"/>	In the EU <input type="checkbox"/>	Outside EU <input type="checkbox"/>
Date of Birth dd/mm/yyyy			
Country of Birth:*			
Residential Status*			
Nationality:*			
If not born in the UK, date of first entry to live in the EU dd/mm/yyyy*			
Date of most recent entry to the EU			
Do you have an unrestricted right to live in the UK?*	Yes / No		
Passport Number:			
4. Emergency Contact details			
Emergency Contact Name	Relationship to you	Contact Number	

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5. Ethnicity*

We treat this information in confidence and may use this information to contact you to discuss whether or not you may require any extra resources or support to undertake your chosen course. Please indicate your ethnicity.

White	Black or Black British	Asian or Asian British	Mixed
British	Caribbean	Indian	White and Black Caribbean
Other	African	Pakistani	White and Black African
Gypsy/Traveller	Other Black Background	Bangladeshi	White and Asian
		Chinese	Other Mixed Background
		Other Asian Background	Other ethnic Background

6. Disability Information*

We treat this information in confidence and may use this information to contact you to discuss whether or not you may require any extra resources or support to undertake your chosen course. We will not use this information to determine whether or not to make you an offer of a place

		Please give details of any support you might need
0	No Known Disability	
1	Specific Learning Difficulty e.g. dyslexia	
2	Blind or Partially Sighted	
3	Deaf or Hard of Hearing	
4	Wheelchair User or have mobility difficulties	
5	Autistic Spectrum or Asperger Syndrome	
6	Mental Health difficulties	
7	A disability which cannot be seen e.g. diabetes, epilepsy or Heart Condition	
8	Two or more of the above	
9	Disability, Special Need or Medical Condition not listed above	

7. Previous Study & Qualifications *

Please provide us with the highest qualification that you have taken previously or are studying (these do not have to be language related).

Institution of Study	Location	Subject	Qualification Type	Mode FT/PT	Grade/Score	To mm/yy

8. Finance & Fees

Who is expected to pay your fees?*	Self / Employer / Sponsor
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IMPORTANT INFORMATION

The University is reviewing all of its modern language programmes and will do all that it can to minimise any changes to your studies. However, it is possible this review may result in substantial changes to the modern language programmes, for example fee increases or the discontinuance of programmes in academic years beyond those outlined above.

How much will I pay?

The fee for the academic year 2019/20 for unaccredited programmes is £395. The university reserves the right to cancel any unaccredited language programmes which are not viable due to insufficient students and/or staff.

The accredited Certificate Foundation Language Studies, the Certificate Languages and Related Studies and the Diploma Languages and Related Studies programmes are being discontinued at the end of the academic year 2019/20. No new applicants for these programmes are therefore being accepted. The second year of these programmes is being taught in 2019/20 only at a fee of £395.

The accredited Certificate of Higher Education Languages and Related Studies, the Diploma of Higher Education Language and Related Studies, the Bachelor of Arts Language and Related Studies and the Bachelor of Arts Honours Language and Related Studies programmes are only available for study in the following languages – German, French, Italian and Spanish. For new applicants to these programmes, the fee for the first year of this programme in 2019/20 is £395 and for the second year in 2020/21 is £425.

What to do if you wish to withdraw from the course?

If you wish to withdraw from the course you must inform the course administrators in writing (email is preferred). Withdrawals should be sent to ptlanguages@leedsbeckett.ac.uk otherwise you will continue to be enrolled as a student and remain on the mailing list for the duration of the course.

In accordance with Leeds Beckett University's Student Regulations (Fee Schedule & Liability Policy 2019/20 – Section 4), there will be no refund for students who withdraw beyond the second week of teaching, which for 2019/20 will be 11 October 2019.

Please note that this application form is for the academic year 2019/20 only. A new application form is required for each new academic year.

DECLARATION

I confirm that the information I have provided in this application is true and accurate.

I have read and understand the above information outlined above.

Signature* _____

Date*: _____