

**Exchange & Study Abroad Application Form**

**For Incoming Students**

1. **PERSONAL DETAILS**

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| **Print your name as it appears on your passport.** |

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| Title (Mr, Mrs, Miss, Ms): Click or tap here to enter text. |
| Surname: Click or tap here to enter text. |
| First Name: Click or tap here to enter text. |
| Middle Name: Click or tap here to enter text. |
| Country of birth: Click or tap here to enter text. |
| Citizenship / Nationality: Click or tap here to enter text. |
| Country of Permanent Residence: Click or tap here to enter text. |
| Date of birth (DD/MM/YYYY): Click or tap here to enter text. |

Gender:  Male  Female

1. **CONTACT DETAILS**

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| **Permanent Address. If this address changes, please advise our office immediately.** |

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| Address line 1: Click or tap here to enter text. | |
| Address line 2: Click or tap here to enter text. | |
| Address line 3: Click or tap here to enter text. | |
| City: Click or tap here to enter text. | Postcode / ZIP Code: Click or tap here to enter text. |
| Country: Click or tap here to enter text. | |
| Email: Click or tap here to enter text. | |

1. **PROGRAMME DETAILS**

Program:  Erasmus+ / International Exchange  Independent Study Abroad (non-award bearing)

Duration:  One Semester  Two Semesters / Full year

Intended start date:  Autumn Semester (Sept-Jan)  Winter Semester (Feb-Jun)

Year: Click or tap here to enter text.

1. **CURRENT STUDIES IN YOUR HOME COUNTRY**

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| --- | --- |
| Home institution: Click or tap here to enter text. | |
| Country: Click or tap here to enter text. | |
| Degree programme: Click or tap here to enter text. | |
| Major field of study: Click or tap here to enter text. | Level of study: Click or tap here to enter text. | |
| Start date of studies (MM/YYYY): Click or tap here to enter text. | Expected date of graduation (MM/YYYY): Click or tap here to enter text. | |
| Number of semesters of university attendance completed before attending our university: Click or tap here to enter text. | |

1. **ENGLISH LANGUAGE PROFICIENCY**

Are you a national of a majority English-speaking country? Yes   No *(if yes, go to section 6)*

*When assessing your nationality, we consider that the following are majority English-speaking countries: Antigua and Barbuda; Australia; the Bahamas; Barbados; Belize; Canada; Dominica; Grenada; Guyana; Jamaica; New Zealand; St Kitts and Nevis; St Lucia; St Vincent and the Grenadines; Trinidad and Tobago; and the United States of America. We will confirm your nationality using your passport.*

*Please note if you are not from a majority English-speaking country you will need to have completed a recognised English Language qualification. Please attach a copy of your English language proficiency certificate with your application. We require a minimum of IELTS 6.0 with no skill below 5.5.*

My first language is Click or tap here to enter text.

Evidence of English language proficiency Click or tap here to enter text.

Date of completion: Click or tap here to enter text.

1. **ARE YOU CURRENTLY IN THE UK?** Yes  No  *(if no, go to section 7)*

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| If you are in the UK, what type of visa do you have? Click or tap here to enter text. | |
| Visa number: Click or tap here to enter text. | |
| Visa start date (DD/MM/YYYY): Click or tap here to enter text. | Visa expiry date (DD/MM/YYYY): Click or tap here to enter text. |

1. **HAVE YOU PREVIOUSLY STUDIED IN THE UK?** Yes  No *(if no, go to section 8)*

|  |  |
| --- | --- |
| Academic qualification: Click or tap here to enter text. | |
| Institution of study: Click or tap here to enter text. | |
| Start date: Click or tap here to enter text. | Date of completion: Click or tap here to enter text. |

1. **IMMIGRATION**

Do you require Immigration Permission to study in the UK? Yes  No

If no, please specify why. Click or tap here to enter text.

If other, please specify. Click or tap here to enter text.

1. **DISABILITIES**

Do you have a disability or long-term medical condition which may affect your studies? Yes  No

If you do, please attach a separate sheet outlining the disability and the support you may require.

1. **CRIMINAL CONVICTIONS**

Do you have any criminal convictions that are not spent? Yes  No

1. **APPLICATION CHECKLIST**

I have:

completed all sections of this application.

attached certified copies of academic transcripts and award certificates, and where appropriate, certified English translation of academic records.

attached copied of English language test scores and other supporting English language documentation as requested (if applicable).

attached an academic reference.

provided a copy of pasport photo ID page.

portfolio if applying for architecture, art, design and film courses.

1. **DECLARATION**
2. I declare that the information submitted with this application is true, complete and accurate.
3. I acknowledge that failure to disclose my academic record may result in the University revoking an offer or terminating my studies at any stage.
4. I understand and accept that I must abide by all terms and conditions of my visa.
5. I acknowledge that the University reserves the right to alter any course, subject, admission requirement or fee without prior notice.
6. I understand that the University will correspond with me by electronic means.
7. I understand that it is my responsibility to ensure any study undertaken at Leeds Beckett University will earn credit to satisfy the requirements of my home institution.
8. I am able to make appropriate arrangements to fund my studies.
9. I am fully responsible of my educational and living expenses while studying at Leeds Beckett University.
10. I agree to advise the University of any subsequent changes to my permanent address.

Student Signature: **X** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: Click or tap to enter a date.

1. **ENDORSEMENT OF HOME INSTITUTION – TO BE SIGNED BY YOUR HOME INSTITUTION**

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| --- | --- |
| Exchange Coordinator Name: Click or tap here to enter text. | |
| Email: Click or tap here to enter text. | Date: Click or tap to enter a date. |
| Signature: **X** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Official Stamp: |

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| **Application Deadlines** |

Semester 1 (Fall Semester) start 30th April

Semester 2 (Spring Semester) start 30th September

Please enquire with the Study Abroad Office ([studyabroad@leedsbeckett.ac.uk](mailto:studyabroad@leedsbeckett.ac.uk)) directly if your application has passed the published deadlines.

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| **Application Submission** |

Please email your completed application and supporting documents to the Study Abroad/Exchanges Office at your home University. We will **ONLY ACCEPT** this application form from the Exchange/International Advisor from your home University, along with official written confirmation that you are an official nominee from your university for the Exchange programme at Leeds Beckett University.

**Electronic applications can be sent via email:**

Study Abroad Applications: [studyabroad@leedsbeckettt.ac.uk](mailto:studyabroad@leedsbeckettt.ac.uk)

Exchange Applications: [studyabroad@leedsbeckett.ac.uk](mailto:studyabroad@leedsbeckett.ac.uk)