

**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)*

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| 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) 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

Exchange Applications: studyabroad@leedsbeckett.ac.uk