

# achieve Application Form

This form should be completed in BLOCK CAPITALS and returned (along with any supporting documentation as required) to RDI, Midland Management Centre, 1A Brandon Lane, Coventry CV3 3RD, England.

**PERSONAL DETAILS** To save this form, you will require Adobe Acrobat Reader 7 or above

Surname/Family name:	First/Given names:
Previous surname/Family name (if applicable)	Title (Dr, Mr, Mrs, Ms, Miss, etc.):
Date of birth:	Sex (male or female):
Country of birth:	Present nationality:
	Country of permanent residence:

**ADDRESSES**

Permanent home address:	Address for correspondence (if different from home address):
Postcode/Zip:	Postcode/Zip:
Tel: (home) (office)	Tel:
Fax:	Fax:
Email:	Email:

<b>INTAKE DATE</b>	<b>COURSE APPLIED FOR</b>	<b>AWARDING BODY</b>
Commencing in: MM <input type="text"/> <input type="text"/> YY <input type="text"/> <input type="text"/>		

**EMPLOYMENT DETAILS / OTHER EXPERIENCE**

Please give details of your employment or other experience relevant to your application covering the last five years. Enclose a CV if necessary. Indicate here if you have done so.

Employer	Titles and duties of post	Dates: From	To
		From	To
		From	To

**EDUCATION AND QUALIFICATIONS**

Give details of academic and professional qualifications already obtained and pending.

Enclose a CV if necessary. Indicate here if you have done so

Name of Institution / Address	Dates: (month/year) from:	Qualification/award (include class & division or grade obtained if known)	Main subjects
	to: <hr/>		
	from: <hr/>		
	to: <hr/>		
	from: <hr/>		
	to: <hr/>		
	from: <hr/>		
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	from: <hr/>		
	to: <hr/>		

NB: You must include photocopies of all academic achievements supporting your application, including transcripts where possible.

**REASONS FOR APPLICATION FOR COURSE**

State your reason for wishing to pursue the course for which you have applied. Continue on a separate sheet if necessary. Indicate here if you have done this.

## ENGLISH LANGUAGE COMPETENCE

Students educated outside the UK should enclose copies of their English Language qualifications.

Is English your first language? Yes  No

Is/was English the language of instruction of your first Degree? Yes  No

If you have answered no to both the above questions please list any formal English Language qualifications with results obtained (ie IELTS, TOEFL, GCE, GCSE) and the dates you took the test, or will be taking the test.

English Qualification:

Result:

Date:

NB: Students educated outside the UK must provide evidence, before they can be admitted to their chosen course, that they have sufficient command of both spoken and written English. Acceptable evidence includes: GCSE/O-level English Language at grade C or above; an overall score of 6.5 in the British Council IELTS test; a score of 575-600 (depending on the department) in TOEFL, including a satisfactory mark in the Test of Written English (TWE).

## OTHER INFORMATION

How did you first learn about your proposed programme of study?

1. Newspaper  2. Google  3. Yahoo  4. MSN  5. Friends/Family  6. TV  7. Hotcourses

8. Other: Please specify:

Applications to other institutions: Please give details of other institutions/programmes of study for which you are applying at this time:

## REFEREES

Please forward the enclosed reference forms to your two referees, giving their names and addresses below. References are required for all University programmes and should be enclosed with your application. Ideally you should nominate a professional referee as well as an academic contact.

Name:

Name:

Address:

Address:

Tel:

Tel:

Fax:

Fax:

**ALL APPLICANTS** should note that the Institutions reserve the right to make, without notice, changes in regulations, courses, fees etc at any time before or after a candidate's admission. Admission is subject to the requirement that the candidate will comply with the regulation procedures and will duly observe the Charter, Statutes, Ordinances and Regulations from time to time in force for the various Institutions.

**DECLARATION** (to be signed by all applicants) I undertake to comply with the Institution's registration procedure, duly observe the Charter, Statutes, Ordinances and Regulations and to ensure payment of all fees and other liabilities.

Signed

Date

## Monitoring Information

RDI is committed to a policy of equal opportunities. In order to monitor the effectiveness of this policy, applicants are asked to complete this monitoring form. These statistics are used solely for the purpose of monitoring application rates and form no part of the selection procedure. Please return your form together with your application to RDI.

Do you have any criminal convictions?  Yes  No

You are required to state whether or not you have any criminal convictions, excluding motoring offences for which a fine and/or up to three penalty points were imposed. If you tick the 'yes' box, you may be required to provide details of any convictions.

Please tick the box which you feel describes your ethnic origin.\*

Black - African

Black - Caribbean

Black - Other:

Asian - Indian

Asian - Pakistani

Asian - Bangladeshi

Asian - Chinese

Asian - Other:

White

Any other ethnic group:

DISABILITY / SPECIAL NEEDS Please tick the box next to the statement which is most appropriate to you.

You do not have a disability nor are you aware of any additional support requirements in study or accommodation

You have dyslexia

You are blind/partially sighted

You are deaf/have a hearing impairment

You are a wheelchair user or have difficulties with mobility

You need personal care support

You have mental health difficulties

You have an unseen disability, e.g. diabetes, epilepsy, asthma

You have two or more of the above disabilities/special needs

You have a disability not listed above.

\*These have been based on the categories in the Office of Population Censuses and Surveys (OPCS) 1991 UK.