**GRADUATE SCHOOL**

**VISITING RESEARCH STUDENT APPLICATION**

1. Programme/Dept.

Dates of intended visit: From…………………… To…………………………..

2. Personal details Title Surname / Family name

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| First / Given name(s) |  | | | | | | | | | Former name | |  | | | | | | | |
| If previously an employee/student of Roehampton fill in your Payroll no/ Student ID (if known) | |  |  |  |  |  |  |  |  | Gender | | Male | |  | | Female | |  | |
| Postal address line 1 |  | | | | | | | | | Address valid until | | D | D | | M | M | Y | | Y |
| Address line 2 |  | | | | | | | | | Tel no. | |  | | | | | | | |
| Address line 3 |  | | | | | | | | | Mobile no. | |  | | | | | | | |
| Address line 4 |  | | | | | | | | | Fax no. | |  | | | | | | | |
| Postcode |  | | | | | | | | | Date of birth | | D | D | | M | M | Y | | Y |
| Email |  | | | | | | | | | | | | | | | | | | |
| Permanent address  (if different from above) |  | | | | | | | | | | | | | | | | | | |
| Country of birth |  | | | | | | | Nationality | | |  | | | | | | | | |
| Country of permanent residence |  | | | | | | | | | | | | | | | | | | |

3. Education

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Title of qualification | Subject / course title | Grades /  class | Institution | Dates of attendance from - to | | | | | | | | Award dates |
| Higher education | | | | | | | | | | | | |
|  |  |  |  | M | M | Y | Y | M | M | Y | Y |  |
|  |  |  |  | M | M | Y | Y | M | M | Y | Y |  |
|  |  |  |  | M | M | Y | Y | M | M | Y | Y |  |
| Secondary / further education | | | | | | | | | | | | |
|  |  |  |  | M | M | Y | Y | M | M | Y | Y |  |
|  |  |  |  | M | M | Y | Y | M | M | Y | Y |  |
|  |  |  |  | M | M | Y | Y | M | M | Y | Y |  |
|  |  |  |  | M | M | Y | Y | M | M | Y | Y |  |
|  |  |  |  | M | M | Y | Y | M | M | Y | Y |  |
|  |  |  |  | M | M | Y | Y | M | M | Y | Y |  |

4. Professional qualifications

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Professional body | Type of membership (e.g. full or associate) | Award date | | | |
|  |  | M | M | Y | Y |
|  |  | M | M | Y | Y |
|  |  | M | M | Y | Y |

5. English language (if English is not your first language)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| English language qualification | Score / grade | Date of test /  exam | | | |
|  |  | M | M | Y | Y |
|  |  | M | M | Y | Y |
|  |  | M | M | Y | Y |

6. Industrial / professional / clinical experience if relevant - you may continue on a separate sheet

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name of organisation | Location / country | Title of post | Duties and responsibilities  ( | Dates (from - to) |
|  |  |  |  |  |

7. Payment of fees

Who will pay your fees?

Your employer You / a relative

Other sponsor

8. Referee - please provide details of the referee whom you have asked to submit a reference

|  |
| --- |
| Name |
| Address line 1 |
| Address line 2 |
| Address line 3 |
| Address line 4 |
| Postcode |
| Country |
| Tel no(s). |
| Email address |
| Capacity in which known |

9. Personal statement

(Experience, reason for visit etc.) Use an additional sheet if necessary or preferred.

10. Declaration - failure to sign the declaration may delay the processing of your application.

a) I certify that the statements made by me on this form are correct

b) I understand that, if admitted to the University, and if my funds should at any time during my course prove to be inadequate, the University will not be able to provide financial assistance either by grant or by remission of fees

c) I understand that in signing below I agree to the University of Roehampton processing my personal data (as defined by the Data Protection Act 1998), for administrative purposes as notified to the Office of the Information Commissioner.

d) I agree to pay the published fees, detailed in any offer made.

e) I do\* / do not have any criminal convictions (\*provide details)

Signature and Date

Please return the completed form and supporting documents to:

pgresearch@roehampton.ac.uk