

University of Surrey
International Study Centre
2017/18 Application Form

Extended International Foundation Year
International Foundation Year

isc.surrey.ac.uk

Application for enrolment

Please print clearly in English and in BLOCK letters and return your application to your local representative or directly to the Admissions Centre. Please tick boxes where appropriate. Alternatively you can book online at isc.surrey.ac.uk/apply. Please note all sections are compulsory. We will be unable to issue an offer unless we have full details of the student applying for the programme.

Local representative information *Denotes mandatory field – do not leave blank

Representative name*	Branch*
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Student details *Denotes mandatory field – do not leave blank

Family name*		Other names*	
Title	Date of birth* (dd/mm/yyyy)	Age	Gender* M <input type="checkbox"/> F <input type="checkbox"/>
Country of birth		Nationality*	
Home address			
Country		Zip/postcode	
Country you currently live in (if different from home address)			
Email*			
Home telephone number* (including country code)		Mobile telephone number (including country code)	

Parent/alternative contact details *Denotes mandatory field – do not leave blank if student is under 18 years of age

Name*	Relationship to student
Home address* (if different from student address)	
Country*	Zip/postcode*
Home telephone number (including country code)	Mobile telephone number (including country code)
Email	

Payment of tuition fees

Self <input type="checkbox"/>	Parent/guardian <input type="checkbox"/>	Company sponsor <input type="checkbox"/>	Government sponsor <input type="checkbox"/>	(please tick)
Please give full name of sponsor				

Accommodation

Do you require accommodation? Yes <input type="checkbox"/> No <input type="checkbox"/>	(please tick)	The Accommodation Team will contact you following your acceptance of the offer using the email address you have provided in this form. Further information about the available accommodation options can be found at: isc.surrey.ac.uk/accommodation
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Student insurance

You are required to have an adequate insurance policy in place as part of our Terms and Conditions. If you would like to purchase our StudyCare Insurance priced at £8 per week (inclusive of Insurance Premium Tax) please tick YES box below. Otherwise please provide proof of alternative adequate insurance cover.

Do you require StudyCare insurance? Yes <input type="checkbox"/> No <input type="checkbox"/>	(please tick)	If No, please provide proof of alternative adequate cover when you confirm your place.
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Medical/disability/special needs

If you have a disability, impairment or medical condition which may affect your studies please provide details below.

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Additional information

If you have any criminal convictions please provide details below.

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Previous education and course selection

Please give details of your current or most recent school, college or university.

Please include full transcripts of all your relevant academic qualifications, translated into English.

Institution	Date attended (mm/yyyy)	
	From	To
	From	To

Previous UK study? Please ensure you submit all copies of visas with your application as well as copies of previous refusal letter. *Denotes mandatory field – do not leave blank

Have you previously studied in the UK?* Yes No If Yes, please provide details below

Course studied

Type of visa: Tier 4 General Tier 4 Child Student Visitor Visa (please tick) Visa dates

Have you had a previous UK visa refusal? Yes No If Yes, please provide details and a brief explanation below

For Undergraduate pathways you must select your route and state your university degree choice.

In order to process your application, **you must nominate a university degree choice.** Progression to a degree is subject to achieving the required grades.

Please note that progression degrees and grades are subject to change. For a full list of available degrees, visit isc.surrey.ac.uk

If you are applying to study at undergraduate level, please complete **Section A.**

Section A: Undergraduate pathways

Extended International Foundation Year*

When would you like to start? September 2017 September 2018 (please tick)

For the Extended International Foundation Year, please select your route and then state your university degree choice

Extended Business, Economics, Law and Social Sciences Route Extended Engineering and Physical Sciences Route

Extended Life Sciences Route

University degree choice** (e.g. BSc Accounting and Finance)

International Foundation Year

When would you like to start? September 2017 January 2018 September 2018 (please tick)

For the International Foundation Year, please select your route and then state your university degree choice

Business, Economics, Law and Social Sciences Route Engineering and Physical Sciences Route Life Sciences Route

University degree choice** (e.g. BSc Accounting and Finance)

At the end of both the Extended and Standard International Foundation Year, you are required to take an IELTS test in order to progress to a degree at the University of Surrey. The minimum IELTS score you need to obtain is degree-specific so please see our progression table for more details. Costs will be covered by yourself and paid directly to the IELTS Test Centre. You will also need to achieve an overall average of 65% or above in your chosen route in addition to a minimum requirement in a relevant unit (specific to degree pathway).

*Subject to approval

**For a full list of available degrees, visit isc.surrey.ac.uk

Please turn to page 4 to sign the declaration

Fees list

Tuition

Fees are normally reviewed in March each year, but in exceptional circumstances may be revised at any time. Notice of any change will be given in advance.

Programme	Route	Fee*
Extended International Foundation Year**	Business, Economics, Law and Social Sciences	£20,800
	Engineering and Physical Sciences	£21,800
	Life Sciences	£21,800
International Foundation Year	Business, Economics, Law and Social Sciences	£15,550
	Engineering and Physical Sciences	£16,550
	Life Sciences	£16,550

*Fees are reviewed in March each year.

**Subject to approval

University Accommodation

Providing you have confirmed your place and completed the online accommodation application process by the accommodation deadline, you will be allocated a room subject to availability. You may be required to pay a deposit in order to secure your room. In the event of there being no available rooms, we will provide you with information about the alternatives. See isc.surrey.ac.uk/accommodation for more information.

2017/18 guideline rents only (per week – subject to availability)	Shared £71	Standard £87 - £99.50	En suite £140 - £170
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Airport transfers

You must arrive 24-48 hours prior to the start of your course. We can arrange to meet you at the airport and provide a taxi transfer to your accommodation. Further information will be sent with your confirmation documentation.

London Heathrow £66*	London Gatwick £130*	London Stanstead £231*
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*Guide prices only and are subject to change.

Confirmation procedure

After you have sent your completed application form and supporting documents to the Admissions Centre, you will receive your conditional or unconditional offer of a place.

To confirm: **Step 1:** Return your signed acceptance forms to the Admissions Centre with your confirmation payment.
Step 2: We will send you a confirmation pack, confirming your place at your chosen centre.

Where a Visa is required: **Step 3:** Tuition Fee Deposit will be required before we issue your Visa application information, see below.

Confirmation Payment information <i>(This payment can be combined with the Tuition Fee Deposit below)</i>	
£1,200 which includes:	
Administration Fee (non-refundable)	£200
Security Deposit (refundable at the end of the course)	£1,000
Tuition Fee Deposit	£6,000
Accommodation Fee, Airport Transfer Fee, StudyCare Insurance	<i>(Where applicable - details of this can be found in your payment plan)</i>

Payments can be made in a variety of ways (including offline bank transfers) via our online payment platform. Your access details will be included in your offer letter.

Additional payments may be required prior to commencing your studies. Please refer to our Terms and Conditions for further details.

Declaration

How did you hear about us?

Choose one of the following:

Agent <input type="checkbox"/>	Educational Fair <input type="checkbox"/>	Friend/relative recommendation <input type="checkbox"/>	Other <i>(please specify)</i>
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Fee status

Please tick the box below to confirm that you have been living outside the EU for the last 3 years. If you have been living in the EU or are unsure please leave it blank.

I confirm that I have been living outside the EU for the last 3 years

For more information on fee status, please refer to the UKCISA website:

www.ukcisa.org.uk/Information--Advice/Fees-and-Money/Home-or-Overseas-fees-the-basics

Undertaking – by the student (if over 18), parent, legal guardian or sponsor

I apply to enrol the person named as a student of University of Surrey International Study Centre (SISC). I undertake to pay all tuition and accommodation fees incurred by the student as they become due in accordance with the SISC Terms and Conditions and, where relevant, either to give the required notice of cancellation or to pay the required fees in lieu of notice.

By ticking this box I confirm the following:

- I am the student, or their parent or legal guardian (if the Student is under 18 years of age), or have the full and express authority and consent of the Student to submit this application on their behalf.
- All information submitted in the admission process – including this application and any other supporting materials – is factually true and honestly presented.
- I have advised you of any medicines currently being taken, or any on-going medical condition.
- I understand that I may be subject to a range of possible disciplinary actions should the information I have confirmed above be false.

Full name *(signatory)*

Date *(dd/mm/yyyy)*

Before sending the application form, please check that you have:

- completed the form in full including the degree aim and your email and telephone number and checked for accuracy
- if choosing StudyCare, please confirm that you have read the policy document at www.studygroup.com/studycarepolicy and the Status Disclosure document at www.studygroup.com/StatusDisclosure
- enclosed proof of alternative insurance policy, if relevant
- enclosed certificate and full transcript for all your relevant qualifications, including certified English translations
- enclosed a Certificate for a Secure English Language Test such as IELTS or Trinity (if available)
- enclosed a copy of the relevant pages of your passport
- enclosed your sponsor letter (if applicable)
- enclosed a copy of any UK visas and evidence of previous academic study in the UK (if applicable)

Any Offer will be made subject to acceptance of our terms and conditions.

The current terms and conditions can be viewed at isc.surrey.ac.uk/contact/terms-and-conditions