



IMPORTANT NOTES

- You should only use this form if you are applying to the University of Aberdeen for Study Abroad or Exchange. If you wish to apply for a full time undergraduate degree, you should apply through UCAS (Universities and Colleges Admissions Service): www.ucas.ac.uk
- Please write clearly in BLOCK CAPITALS using black ink.
- If you have any questions regarding studying at Aberdeen as an exchange/study abroad student, please contact the International Exchange Programme Office. Tel: +44 1224 272026 E-mail: studyabroad@abdn.ac.uk
- Apply as early as you can, but no later than **July 1st** for full-year, first term, or first semester study, and no later than **November 1st** for second semester. Late applications will be considered on a case-by-case basis.
- Please send your completed application form, transcript, references, passport copy and English proficiency (if applicable) to:
University of Aberdeen, Student Recruitment & Admissions Service, International Exchange Programme, King's College, Aberdeen, AB24 3FX, United Kingdom

Application Form Instructions

SECTION 1 – PERSONAL DETAILS

Previous Name: If you have changed your name for any reason (e.g. marriage) please enter your former name.
Date of Birth: Enter day, month, year, e.g. 20/JAN/1986

SECTION 2 - ADDRESS DETAILS

Contact Address: Write the address to which you want the University to send all correspondence. Please let us know if your contact details change.
Permanent Address: This address must be the address you use to apply for entry clearance (visa) to the UK.

SECTION 3 - PERIOD OF STUDY

Please tick one box of study.

SECTION 4 - RESIDENCE CATEGORY

Passport: International applicants are required to report their passport number and to provide a copy of the passport used to travel to the UK and/or for visa purposes. The passport will be verified upon arrival at immigration check points and during registration at the University. If a passport is not available at time of application, applicants must send information prior to issuance of certificate of acceptance.

SECTION 5 - ENGLISH LANGUAGE PROFICIENCY

Students whose first language is not English need an English Language qualification taken within the last 2 years. A copy of the qualification results must be submitted with the application. For details of acceptable English Language qualifications please visit <http://abdn.ac.uk/international/english-requirements.php>. Note that students requiring a visa must also meet the UKBA requirements.

SECTION 6 - DISABILITIES

The University needs to know if you have a disability, special need or medical condition which may affect your ability to follow the course, or which may require additional support or specific facilities. The confidential information you provide will not affect any decision about your academic suitability for the course, but will help ensure that you receive the required support for a successful experience at the University.

SECTION 7 - CURRENT/MOST RECENT EDUCATIONAL INSTITUTION

You need only write the name of the last educational institution you attended. If it is not in the UK, please also state the country. You are also required to provide the Degree/Qualification you are currently studying, detailing Major and Minor

SECTION 8 - HOW DID YOU HEAR ABOUT THE PROGRAMME?

Please tick just one box to indicate how you first heard about the programme.

SECTION 9 - COURSE (MODULE) SELECTION

Each course is allocated a code which consists of two letters, two numbers and two further characters (usually two further numbers, although sometimes letters are used).

The first two letters represent the discipline or subject group responsible for teaching the course. The first numerical digit indicates the level at which a course is normally taught. The second digit indicates the point in the session at which a course starts, according to the following list:

Courses beginning in Timetable week	Second code digit	Courses beginning in Timetable week	Second code digit
12 (first week of first semester)	0	30 (first week of second semester)	5
15	2	33	7
18 (mid-point of first semester)	3	36 (mid-point of second semester)	8
21	4	38	9

Students should note that the codes 0 and 5 (weeks 12 and 30) represent the beginning of the first and second half-sessions respectively. In general, courses offered at levels 1 and 2 will start at one of these points in the session. Unless otherwise stated, courses will conclude by the end of the half-session in which they begin. Where a course has two codes this will normally indicate that the course can be offered in either half-session e.g. AC 2019/2519, although it can also signify that a course is offered as both an Honours and non-Honours variant. In the latter case the codes would both be for the same half-session e.g. MX 4009/4059. Please see the Registry website for more details: <http://www.abdn.ac.uk/registry/courses/introduction.php#codes>.

60 credits per semester is the minimum load to be considered a full-time student at the University of Aberdeen. Visiting students may not take less than 50 credits. See the last page of these instructions for further guidance on choosing courses.

SECTION 10 - REFEREE DETAILS

A referee is someone willing to write a letter of recommendation (a reference). Your referee should be an academic. It will speed up the processing of your application if you include the letter from your referee in a sealed envelope with your application. If this is not possible please have your referee send their letter of recommendation as soon as possible.

SECTION 11 - CRIMINAL CONVICTIONS

To help us reduce the risk of harm or injury to our students caused by the criminal behaviour of other students, we must know about any relevant criminal convictions that an applicant has.

Relevant criminal convictions are only those convictions for offences against the person, whether of a violent or sexual nature, and convictions for offences involving unlawfully supplying controlled drugs or substances where the conviction concerns commercial drug dealing or trafficking. Convictions that are spent (as defined by the Rehabilitation of Offenders Act 1974) are not considered to be relevant and you should not reveal them (but see the next paragraph).

If you are applying for courses in teaching, health, social work and courses involving with children or vulnerable adults, you must tell us about any criminal convictions, including spent sentences and cautions (including verbal cautions) and bindover orders.

Courses in teaching, health, social work and courses involving work with children or vulnerable adults	All other courses
For these courses, you must enter x in the box if any of the following statements apply to you.	For these courses, you must enter x in the box if either of the following statements apply to you.
<p>A I have a criminal conviction B I have a spent criminal conviction C I have a caution (including a verbal caution) D I have a bind-over order E I am serving a prison sentence for a criminal conviction</p> <p>If statement E applies to you, you must also give the prison address as your postal address on page 1 of your application and a senior prison officer must support your application</p>	<p>A I have a relevant criminal conviction that is not spent B I am serving a prison sentence for a relevant criminal conviction</p> <p>If statement B applies to you, you must also give the prison address as your postal address on page 1 of your application and a senior prison officer must support your application.</p> <p>Convictions that are spent (as defined by the Rehabilitation of Offenders Act 1974) are not considered to be relevant and you should not reveal them.</p>

If you are convicted of a relevant criminal offence after you have applied, you must tell us. Do not send us details of the offence, simply tell us that you have relevant criminal conviction and we will write to you to ask for more details.

SECTION 12 - PERSONAL STATEMENT & DECLARATION

This space provides you with an invaluable opportunity to influence the admissions selectors and explain your motivation for studying abroad. Make sure your statement is clear and relevant!

Please remember to sign and date your declaration.