ONCAMPUS UCLan

APPLICATION FORM

Apply ONLINE at www.oncampus.global/apply or return this form to:
Admissions Office, **ON**CAMPUS, Kett House, Station Road, Cambridge, CB1 2JH, United Kingdom
Tel: +44 (0)1223 345698 Fax: +44 (0)1223 346181 Email: admissions@oncampus.global

Please write neatly using BLOCK CAPITALS in black ink or typescript.
Incomplete application forms submitted without ALL the supporting documents will delay the decision process.

1. Use of agent (if none, please proceed to section 2) Please complete the details below and see section 15 of the Conditions of Enrolment which can be found at www.oncampus.global/terms.	
Representative name	Branch

2. Personal details (must be completed)	
Title (Mr/Mrs/Miss/Ms etc)	
First name(s)	Family name
Date of birth (dd/mm/yy)	Age on entry
Nationality (as passport)	Gender
Country of permanent residence	
Home address	Parent address (if different)
Postcode	Postcode
Country	Country
Mobile (incl. country code)	Mobile (incl. country code)
Telephone (incl. country code)	Telephone (incl. country code)
Student email	

3. Payment of tuition fees			
☐ Self	☐ Parent/Guardian	☐ Company Sponsor	☐ Government Sponsor

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

5. Criminal convictions
Do you have any criminal convictions? ◯ Yes ◉ No (Your enquiry cannot be processed if you do not complete this section)

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6. Academic history

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 from	Date to

Have you previously studied in the UK? ◯ Yes ◯ No (If YES, please provide details below)

Type of visa	☐ Tier 4 General	☐ Tier 4 Child	☐ Student Visitor Visa	Visa dates

Have you ever had a visa refusal? ◯ Yes ◯ No (If YES, please provide details and a brief explanation below)

7. Details of course(s) for which you wish to apply

Please give details of the **ON**CAMPUS programme for which you are applying. Please also state the subject and study level you are aiming for (undergraduate or Master's degree) alongside the proposed year of study.

University degree you wish to progress to – e.g. BA (Hons) Business Management

ONCAMPUS programme:

Undergraduate Foundation Programme

☐ Business, Economics, Finance and Management ☐ Engineering and Sciences ☐ Humanities and Social Science
☐ Life Science

☐ Medicine Undergraduate Foundation Programme

Master's Foundation Programme

☐ Business, Economics, Finance and Management

Date you want to start the programme:

☐ Sept 2017 ☐ Jan 2018 ☐ March 2018 ☐ June 2018 ◯ Number of terms you want to study

8. Accommodation

Do you require accommodation? ◯ Yes ◯ No	The Accommodation Team will contact you following your acceptance of the offer using the email address you have provided in this form. Information about the available accommodation options can be found at www.oncampus.global

9. Student insurance

If you would like our Student Cover insurance included with your offer, please tick the YES box below. Otherwise please tick NO and provide proof of your alternative travel insurance cover when you confirm your place.

Do you require Student Cover insurance? ◯ Yes ◯ No

10. Guardianship

Students who will be under the age of 18 when they start an **ON**CAMPUS programme are required to have a UK guardian as a condition of their placement. If you do not have a UK guardian, **ON**CAMPUS can assist in organising a suitable guardian for you through our partner: College Guardians.

Do you require assistance in organising a UK guardian through College Guardians? ◯ Yes ◯ No	If NO, please provide proof of alternative adequate cover when you confirm your place.

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11. Transfers

You must arrive 24 - 48 hours before 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. Please indicate the airport you are travelling to if known.

☐ Leeds Bradford	☐ Manchester	☐ London

12. How did you hear about us?

Please indicate how you heard of these courses

☐ Agent ☐ Exhibition ☐ Family ☐ Internet

☐ Other (please specify)

13. Declaration

I declare that I am applying to **ON**CAMPUS as a genuine student and that the information and supporting evidence and academic documents I have provided are true copies. I understand that by signing this declaration I have read, understood and agreed to the terms and conditions and fees of study at **ON**CAMPUS UCLan as outlined on the **ON**CAMPUS website www.oncampus.global/ terms and agree to comply with UKVI regulations at the time of application and during my course of study.

If you do not have access to the website or would like a written copy of the conditions of enrolment, you can request these from **ON**CAMPUS Central Admissions at admissions@oncampus.global

In order to deliver your education and protect your welfare, Cambridge Education Group (CEG) will collect, keep and otherwise process personal data, including sensitive personal data that relates to you and your circumstances. This will include your name and contact details, and those of your parents, guardians, agent or sponsor. We will also keep data about your education, health, welfare, accommodation, travel, passport, visa, finances and fees.

We will keep this information secure at all times and we will share it within CEG as necessary to run our business, deliver your education and ensure your safety. We will also release this information where it is legally required or lawful to do so, or in the event of a medical emergency if it is necessary to protect your health or the health of others. We will provide reports to your agent, parents or guardian on your progress, and also where necessary with our academic partners such as universities. Some of our data transfers may transfer your data to other countries.

Do you consent to your personal data being stored, processed and released by CEG in this way? ○

Do you consent to your sensitive personal data including health, welfare, nationality, ethnicity, religious and other data being stored, processed and released in this way? ◉

Do you consent to the reasonable use of your details and academic achievement to be used for marketing purposes? ◉

Signature of applicant	Date
Parent or guardian signature (if applicant is not the fee payer or is under 18)	Date

Checklist

14. Checklist

Before sending the application, please ensure you have:

- ☐ Completed the application form in full and signed it
- ☐ Enclosed your academic qualifications
- ☐ Enclosed a copy of your passport and copies of any previous UK visas
- ☐ Enclosed copies of transcripts for all your relevant qualifications (with certified English translated copies if in any other language)
- ☐ Read the Student Cover insurance policy document (if choosing this option) at www.oncampus.global, or if not choosing Student Cover that you have included proof of alternative insurance
- ☐ Provided an explanation of any gaps in your academic record e.g. CV (if applicable)
- ☐ Enclosed a financial guarantee/sponsor letter
- ☐ Enclosed an immigration check form
- ☐ Provided evidence of sufficient funds in a suitable bank account to meet the UKVI 28 day requirement (if Tier 4 visa required)
- ☐ Enclosed a certificate for a Secure English Language Test such as IELTS