

## Recognised Student – Application Form for entry in 2021-2022

If you experience any issues with this form, please try using Adobe Acrobat Reader.

Please type your answers and complete all sections, referring to the [Notes of Guidance](#).

### Section A: Programme Details

Please state the Department or Faculty in which you wish to work \_\_\_\_\_

It is essential to contact the academic department to secure their approval to apply. I have received this approval:

Please provide a title for your research area: \_\_\_\_\_

Proposed academic supervisor: \_\_\_\_\_

Please indicate the start term for which you are applying for admission: Michaelmas 2021      Hilary 2022      Trinity 2022

Please indicate the number of terms for which you wish to be admitted: One term      Two terms      Three terms

### Section B: Personal Details

TITLE    Dr      Miss      Ms      Mr      Mrs      Mx      Professor      Reverend

GIVEN NAME (Forename) \_\_\_\_\_

PREFERRED NAME \_\_\_\_\_

MIDDLE NAME(S) \_\_\_\_\_

FAMILY NAME (Surname) \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_

SEX      FEMALE      MALE

Please provide any previous family name (Surname) \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Please provide any previous given name (Forename) \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

### Section C: Contact Information

HOME ADDRESS \_\_\_\_\_

CORRESPONDENCE ADDRESS (if different) \_\_\_\_\_

CITY/TOWN \_\_\_\_\_

CITY/TOWN \_\_\_\_\_

POSTAL/ZIP CODE \_\_\_\_\_

POSTAL/ZIP CODE \_\_\_\_\_

STATE \_\_\_\_\_

STATE \_\_\_\_\_

COUNTRY \_\_\_\_\_

COUNTRY \_\_\_\_\_

EFFECTIVE DATES From \_\_\_\_\_ To \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

TELEPHONE COUNTRY CODE (if outside UK) \_\_\_\_\_ AREA CODE (if applicable) \_\_\_\_\_ NUMBER \_\_\_\_\_

## Section D: Nationality & Citizenship

In this section, give details of the countries of which you have nationality and the start date(s). If you have been a national of a country since birth, use your birth date as the date for 'start date of nationality'. Please only include nationalities that you currently hold.

### Nationality

COUNTRY OF BIRTH \_\_\_\_\_

NATIONALITY \_\_\_\_\_

START DATE OF NATIONALITY (from) \_\_\_\_\_

Do you hold dual nationality? Yes No

If yes, what other nationality? \_\_\_\_\_ START DATE OF SECOND NATIONALITY (from) \_\_\_\_\_

Do you expect to require a visa to enter the UK for your study? Yes No Uncertain

If you expect to require a visa to enter the UK for your study, please provide details of the passport that you intend to use. **You should also check that your middle name(s) in Section B are exactly as shown in your passport.**

PASSPORT NUMBER \_\_\_\_\_

COUNTRY OF ISSUE \_\_\_\_\_

ISSUE DATE \_\_\_\_\_

EXPIRY DATE \_\_\_\_\_

### Ordinary residence and leave to remain

- Your country of ordinary residence is the country in which you are normally resident, out of choice and for a settled purpose, apart from temporary or occasional absences. It is not a country in which you are studying, working or living temporarily.
- If you have been ordinarily resident in a single country since birth, please enter your birth date in the 'From' field for the 'current country of ordinary residence' question.
- If you have been ordinarily resident in more than one country, **your dates of residence must not overlap**. You must include an end date for your previous country of ordinary residence, which must be at least one day before the start date of your current country of ordinary residence.

CURRENT COUNTRY OF ORDINARY RESIDENCE \_\_\_\_\_ From \_\_\_\_\_

If you have been ordinarily resident in a different country during the last six years, please enter details of the most recent.

PREVIOUS COUNTRY OF RESIDENCE \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

If you are not a UK or Irish national but you are currently living in the UK, do you have Indefinite Leave to Remain status granted on the basis of long term residency (which has been entered into your passport)?

Yes No Not applicable

If 'yes' what date was it granted? \_\_\_\_\_

If you are an EU, other EEA or Swiss national, do you have Settled Status in the UK? Yes No Not applicable

If you have said yes to Settled Status in the UK, when was it awarded: \_\_\_\_\_

If you are an EU, other EEA or Swiss national, do you have Pre-Settled Status in the UK? Yes No Not applicable

If you have Pre-settled Status in the UK when was it awarded: \_\_\_\_\_

## Section E: Details of Current & Previous Education

*Please enter your previous and current qualifications, most recent first. You should include details of all qualifications gained at degree level (i.e. university) and above, but not earlier education.*

### Most recent qualification

UNIVERSITY/INSTITUTION ATTENDED \_\_\_\_\_

QUALIFICATION OBTAINED OR STUDYING FOR (eg BA, MSc) \_\_\_\_\_

MAIN SUBJECT (eg Chemistry, English) \_\_\_\_\_

SECOND SUBJECT \_\_\_\_\_

ACTUAL RESULT/EXPECTED RESULT (grade, GPA, classification etc) \_\_\_\_\_

START DATE \_\_\_\_\_

DATE OF COMPLETION/EXPECTED COMPLETION \_\_\_\_\_

### Second most recent qualification

UNIVERSITY/INSTITUTION ATTENDED \_\_\_\_\_

QUALIFICATION OBTAINED OR STUDYING FOR (eg BA, MSc) \_\_\_\_\_

MAIN SUBJECT (eg Chemistry, English) \_\_\_\_\_

SECOND SUBJECT \_\_\_\_\_

ACTUAL RESULT/EXPECTED RESULT (grade, GPA, classification etc) \_\_\_\_\_

START DATE \_\_\_\_\_

DATE OF COMPLETION/EXPECTED COMPLETION \_\_\_\_\_

### Third most recent qualification

UNIVERSITY/INSTITUTION ATTENDED \_\_\_\_\_

QUALIFICATION OBTAINED OR STUDYING FOR (eg BA, MSc) \_\_\_\_\_

MAIN SUBJECT (eg Chemistry, English) \_\_\_\_\_

SECOND SUBJECT \_\_\_\_\_

ACTUAL RESULT/EXPECTED RESULT (grade, GPA, classification etc) \_\_\_\_\_

START DATE \_\_\_\_\_

DATE OF COMPLETION/EXPECTED COMPLETION \_\_\_\_\_

### Fourth most recent qualification

UNIVERSITY/INSTITUTION ATTENDED \_\_\_\_\_

QUALIFICATION OBTAINED OR STUDYING FOR (eg BA, MSc) \_\_\_\_\_

MAIN SUBJECT (eg Chemistry, English) \_\_\_\_\_

SECOND SUBJECT \_\_\_\_\_

ACTUAL RESULT/EXPECTED RESULT (grade, GPA, classification etc) \_\_\_\_\_

START DATE \_\_\_\_\_

DATE OF COMPLETION/EXPECTED COMPLETION \_\_\_\_\_

**If you require a student visa**, please give details below of any periods of study (including non-degree level courses), complete or incomplete, undertaken in the UK that are not already listed above.

You should include years abroad spent in the UK while registered at an overseas institution.

Please list start and end dates, course title, level and institution.

## Section F: English Language Requirements

Are you coming into the UK for more than six months on a student visa (or coming for less than this but choosing to apply for a student visa)?

Yes

No

If yes: Is English your first language?    Yes                      No

**The following questions are included to assist the University to assess applicable English language test requirements and to comply with the United Kingdom Home Office requirements:**

Have you completed, or are completing, a full-time degree-level course entirely taught and assessed in English?    Yes                      No

Have you completed a course under a United Kingdom Tier 4 child visa?                      Yes                      No

If you have any visa queries please refer to <http://www.ox.ac.uk/students/visa>

## Section G: Application Fee Payment

The application fee is **£50 per application**. Payment can be made by any MasterCard, Visa, Visa debit, Visa Electron or Maestro card.

If you intend to submit more than one application you must make separate payments and provide us with the order number for each application.

To make a payment online:

1. Please go to [www.graduate.ox.ac.uk/recognisedapplicationfee](http://www.graduate.ox.ac.uk/recognisedapplicationfee) and make a purchase of the application fee. Click on 'Add to Basket' and then proceed to make payment. If you have not used the Online Stores before, you will need to create an account, and provide some personal details and the name of the course to which you are applying.
2. Once you have paid your application fee, enter the six digit application fee order number (from confirmation of purchase email) in the box below – all have the prefix "OXF": Please check the order number you have entered carefully, as it will be audited; any application with an invalid order number will not normally be considered.
3. We will contact you by email if there is any issue with your payment.

**OXF Code:**

It is acceptable for someone else to pay the application fee on your behalf. When doing so, they should enter their own details rather than those of the applicant. Please advise them that once they have clicked "Add to Basket" they will be required to provide some personal information about you to allow the Graduate Admissions Office to match the payment to your application: your name, date of birth and the full title of the course and course code to which you are applying.

**To make payment by Western Union**

If you are not able to pay the application fee online or by cheque, please contact the Graduate Admissions Office on [graduate.admissions@admin.ox.ac.uk](mailto:graduate.admissions@admin.ox.ac.uk) or +44 (0) 1865 270059 for further information about how to make the payment by Western Union.

**To make a payment by cheque**

Please enclose payment (in £ UK Sterling, drawn on a UK bank and made payable to "University of Oxford")

Please write your name, date of birth and course name on the reverse of your cheque.

**Fee Waivers**

Fee waivers may be applied for if your current country of ordinary residence is part of the World Bank Group. The eligible countries are listed on the central University webpages.

**Section H: Data Protection Notice and Declaration****Before reading and signing the declaration, please complete Appendix A on Page 7**

*Please read the following Data Protection Notice and Declaration carefully. By signing the Declaration you confirm your acceptance of the statements which form the Declaration. If you do not sign this form, we cannot process your application.*

**DATA PROTECTION NOTICE**

*Personal data will be collected, stored and retained in accordance with the General Data Protection Regulation and related UK data protection legislation. Please read the [University's Graduate Privacy Notice](#) or the [University's Undergraduate Privacy Notice](#) as appropriate before accepting the terms and conditions and submitting your application.*

**DECLARATION**

*I confirm that the information I have provided on this application form is (to the best of my knowledge) true, accurate, current and complete; and I agree to notify the College promptly if any information contained on this application form should change, in order to keep it true, accurate, current and complete.*

*I accept that if I become a student at the University of Oxford the terms of the University's [Statute XVI](#) related to intellectual property will apply to me, and that the University will be entitled in accordance with those terms to claim ownership of intellectual property which I produce.*

*PLEASE NOTE: All admissions decisions taken by the University of Oxford and its Colleges rely on the statements made on the application form and on the supporting documents supplied by you and your referees. This information will be held and used for the purpose of processing your application for study, for student administration and, where relevant, for funding purposes.*

If the University, or any College of the University, believes that any information or statement, including references, contained on your application form may not be true, accurate, current and complete, or that any document submitted in support of your application may not be entirely your own original work, except where clearly stated otherwise, it may take any necessary steps to verify that information or statement, or to confirm that any supporting document is entirely your own original work, except where clearly stated otherwise.

As part of the admissions process the University may use a plagiarism detection system. This system screens any written work submitted as part of your application for plagiarism, paraphrasing and collusion. The plagiarism detection system will store on its database any written work submitted for screening. For the University's definition of plagiarism and more information on how the plagiarism detection system works please see the [University policies](#).

If, in the opinion of the University, or any College of the University, any information or statement, including references, provided on this application form is not true, accurate, current and complete, (including if it omits information you have been asked to provide), or any supporting document is not entirely your own original work, except where clearly stated otherwise, the University, or any College of the University, retains the right to reject your application. If you have been made an offer by the University, or any College of the University, then the University, or any College of the University, may in these circumstances withdraw or amend that offer. If you have accepted an offer from the University or the College, then the University or College may in these circumstances terminate any contract with you. If you have been admitted as a student, you may be subject to disciplinary action which could result in your expulsion from the University and your College.

Upload an image of your signature below and print your name to accept this declaration:

SIGNATURE

DATE \_\_\_\_\_

TYPE YOUR NAME HERE \_\_\_\_\_

## Appendix A

Please complete **before you sign** the declaration.

*The information you provide in this section will not form part of the selection process and will not be seen by anyone involved in assessing your application. Your personal information will be treated in accordance with the General Data Protection Regulation (GDPR) and related UK data protection legislation. Full details are set out in the University's Postgraduate Applicant Privacy Notice and Undergraduate Privacy Notices (Appendix B).*

*The University of Oxford embraces diversity and seeks to achieve equity in the experience, progression and achievement of all our students. The personal data we collect from applicants and current students enables us to meet our statutory obligations under the Equality Act and assess the impact of our policies and practices on people from different equality groups and put in place appropriate provision and support for all students. We recognise that these are sensitive questions, but hope you will feel able to provide this information, in confidence, to support our efforts to create a more inclusive, diverse and equitable Oxford. Please see the Equality and Diversity Unit website for more information about equality at Oxford.*

### Section 1: Ethnicity

With which ethnic group do you most identify?

|                                      |                                   |                                    |
|--------------------------------------|-----------------------------------|------------------------------------|
| Arab                                 | Asian or Asian British – Indian   | Asian or Asian British – Pakistani |
| Asian or Asian British – Bangladeshi | Chinese                           | Other Asian background             |
| Black or Black British – Caribbean   | Black or Black British – African  | Other Black background             |
| Gypsy or Traveller                   | Mixed – White and Black Caribbean | Mixed – White and Black African    |
| Mixed – White and Asian              | Other mixed background            | Other mixed Black background       |
| White                                | Not known                         | Prefer not to say                  |

### Section 2: Religion and Belief

What is your religion or belief?

|                   |           |                              |
|-------------------|-----------|------------------------------|
| No religion       | Buddhist  | Christian                    |
| Hindu             | Jewish    | Muslim                       |
| Sikh              | Spiritual | Any other religion or belief |
| Prefer not to say | Not known |                              |

### Section 3: Sexual Orientation

What is your sexual orientation?

|              |         |                   |
|--------------|---------|-------------------|
| Bisexual     | Gay man | Gay woman/lesbian |
| Heterosexual | Other   | Prefer not to say |

### Section 4: Gender Identity

Is your gender identity the gender you were assigned at birth?

|     |    |                   |
|-----|----|-------------------|
| Yes | No | Prefer not to say |
|-----|----|-------------------|

### Section 5: Disability

*We welcome applications from disabled people. Please tell us if you have a disability, including sensory or mobility impairments, long-term mental health conditions, longstanding illnesses or health conditions, autism spectrum conditions, or specific learning difficulties such as dyslexia, dyspraxia and ADHD, so that we can tell you about what study support is available if you are offered a place here.*

*We will not take this information into account when assessing your application, which will be judged on academic merit and potential alone. The information you provide to the University will be treated in line with the General Data Protection Regulation (GDPR) and related UK data protection legislation. If you accept a place here, we will need to share this information with key individuals in academic, administrative and support roles in order to provide effective support. This will mean sharing your information with our Disability Advisory Service so that they may work with you to put in place any necessary adjustments or provide study support.*

You should contact the [Disability Advisory Service](#) as soon as possible if you wish to discuss this section, or anything to do with provision for disability-related support for your course.

Do you have any disabilities/long-term health conditions? Yes No Prefer not to say

If yes, please select all that apply.

A specific learning difficulty such as dyslexia, dyspraxia or ADHD

A social/communication impairment such as an autism spectrum condition or disorder

A longstanding illness or health condition such as epilepsy, diabetes, Crohn's disease, or asthma

A long-term mental health condition, such as bipolar disorder, obsessive compulsive disorder, an eating disorder, depression, an anxiety disorder, or schizophrenia

A physical impairment or mobility issues, such as difficulty using arms or hands, or requiring use of a wheelchair, crutches or other mobility aid

Deaf or a serious hearing impairment

Blind or a serious visual impairment uncorrected by glasses

A disability, impairment or medical condition that is not listed

If not listed, please specify

Please indicate whether you have any additional support needs. Select all that apply.

Require use of a wheelchair or other mobility aid

Require step-free/level access or use of a lift

Require personal care assistance for daily living activities

Require living accommodation with specialist equipment (e.g. hoists, height-adjustable beds, adapted bathroom facilities)

Require use of a registered/licensed assistance animal for visual, hearing, mobility, or medical needs

**Please return to the declaration**

Appendix B

### Postgraduate/Undergraduate Applicant Privacy Notices

The University's Applicant Privacy Notice is available on the links for [Undergraduates](#) and [Graduates](#) as appropriate.



Please upload your completed form to <https://uni-of-oxford.custhelp.com/app/vro>

**End of form**