

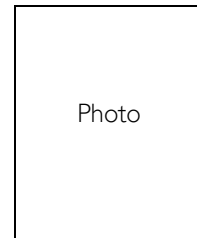


APPLICATION FORM

GRADUATE DIPLOMA CONSERVATION STUDIES*

Please tick which Conservation subject you are applying for:

- Books & Library Materials ☐
- Ceramics ☐
- Clocks ☐
- Furniture & Related Objects ☐
- Metalwork ☐



Which academic year are you applying for? _____

PERSONAL DETAILS

Surname _____

First Name _____

Date of Birth _____

Nationality _____

Passport Number _____

Current Address _____

Telephone _____

Mobile _____

Email _____

Permanent address if different from above _____

Telephone _____

Mobile _____

Email _____

*Subject to Re-validation, a process by which existing courses are periodically reviewed and re-approved by the University.

FEES

Before you commence your programme of study at West Dean College you must ensure that you have adequate financial provision to cover tuition and living expenses.

Please state how your fees will be funded:

Self	<u>Amount</u>
Awards, Scholarships, Bursaries	<u>Amount</u>
Bank Loans	<u>Amount</u>
Other	<u>Amount</u>

Disability Declaration Form

This form will be detached from your main application form

West Dean College welcomes applications from disabled people and will try to meet their needs wherever it reasonably can. The information that you give on this application form will help West Dean College to inform you about the support that is available at the College.

Please tick all that applies:

- ☐ No known disability
- ☐ A specific learning difficulty e.g. dyslexia, dyspraxia or AD(H)D
- ☐ A social/communication impairment such as Asperger's syndrome/other autistic spectrum disorder
- ☐ A long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy
- ☐ A mental health condition, such as depression, schizophrenia or anxiety disorder
- ☐ A physical impairment or mobility issues, such as difficulty using arms or using a wheelchair or crutches
- ☐ 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 above (please specify below)
- ☐ Other; please specify _____

If you have ticked one of the boxes that indicates you have a disability you will be contacted by a member of the Academic Registry to discuss the support you may need and any reasonable adjustments you may require.

Please confirm your name _____

Please tick which conservation subject you are applying for:

☐ Books & Library Materials

☐ Ceramics

☐ Clocks

☐ Furniture & Related Objects

☐ Metalwork

DETAILS OF EDUCATION AND QUALIFICATIONS

Proof of academic qualifications may be required:

DATE	NAME OF SCHOOL/UNIVERSITY/COLLEGE	COURSE ATTENDED	QUALIFICATION GAINED

DETAILS OF RELEVANT EMPLOYMENT AND EXPERIENCE

DATE	OCCUPATION	NAME OF EMPLOYER	SKILLS USED

PROFICIENCY IN ENGLISH (for those whose first language is not English)

Applicants for programmes for whom English is not their first language are required to have attained SELT CEFR (Common European Framework of Reference for languages) level B2 for programmes below degree level and SELT CEFR level B2 for all programmes of degree level and above. Countries not included in this requirement are listed on the UKVI website. The test certificate, which must be still within its validity date range, will be required by West Dean College. You must pass each of the four components of the test (reading, writing, speaking and listening) at the required level. Pass marks will be recorded on the applicant's Confirmation of Acceptance for Study (CAS) prior to the student's application for a Tier 4 student visa.

Please confirm that you are able to comply with this requirement.

Signature _____

Other applications: If you are applying to another institution please give the name and the programme for which you have applied

PLEASE DESCRIBE THE KIND OF OBJECTS OR COLLECTIONS YOU ARE PARTICULARLY INTERESTED IN, AND HOW YOUR INTEREST IN THEM DEVELOPED

If there is insufficient space to complete your answer, please continue on a separate sheet of paper.

PLEASE DESCRIBE YOUR INTEREST IN STUDYING CONSERVATION

PLEASE DESCRIBE ANY RELEVANT PRACTICAL CRAFT OR TECHNICAL EXPERIENCE, AND HAND SKILLS THAT HAVE PREPARED YOU FOR THIS TYPE OF WORK

HOW HAVE YOUR PREVIOUS ACADEMIC QUALIFICATIONS PREPARED YOU FOR THIS PROGRAMME?

WHAT DO YOU INTEND TO DO UPON COMPLETING YOUR STUDIES?

WHICH OBJECTS OR HISTORICAL PERIODS DO YOU HAVE A PARTICULAR INTEREST IN?

ARE THERE ANY COLLECTIONS, MUSEUMS OR GALLERIES THAT YOU KNOW PARTICULARLY WELL?

REFERENCES (Professional or Academic) Download the reference form [here](#).

Please arrange for two referees to complete and return the confidential referee forms direct to the college as soon as possible. **A delay in Admissions receiving the references can delay the assessment of your application**

Name of referee

Email

Address

Telephone/Mobile

Name of referee

Email

Address

Telephone/Mobile

Where did you hear about this programme at West Dean College?

- | | | |
|---|--|---|
| ☐ West Dean College Website | ☐ Prospectus | ☐ Advertisement (please specify) |
| ☐ Word of mouth | ☐ Internet search | ☐ Professional recommendation |
| ☐ Other website (please specify) | ☐ Other (please give details) | ☐ Our eNewsletter |

Please add further details

APPLICATION CHECKLIST please make sure you include the following (please tick)

- ☐ One passport size photo attached to the space provided on the front of the application form
- ☐ Copy of passport
(All UK and overseas students must provide a copy of their passport)
- ☐ Copy of transcripts/education qualification certificates
- ☐ English Language Certificate (if applicable)
- ☐ E-portfolio of work related to application
- ☐ Academic Writing example (eg dissertation)
- ☐ I confirm that I have read and understand the College's Student Terms and Conditions
(www.westdean.org.uk/study/student-information/terms-and-policy)

I declare that to the best of my knowledge the information given in this form is correct

Signature

Date

Send your completed application form and supporting documents to:

Admissions Officer, West Dean College, Chichester, West Sussex, PO18 0QZ, UK

T +44 (0) 1243 818291

E admissions@westdean.org.uk

W www.westdean.org.uk