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| **Study Abroad/Exchange****International Office** | \\iecserver01\ADVISOR\00 CW Team\00 CW Assist\IEC Stempel\IEC Firmenstempel.png | university_southampton_black |

*Please read the following before completing the form*

**Application Completion Notes**

All sections are compulsory.

Please complete the form electronically.

Please note that if you are completing the .pdf with *Adobe Reader*, you will not be able to save your changes but only print it directly. You can save your changes on a .pdf version only using *Adobe Acrobat X Pro*. To save your .doc files as a .pdf please follow the tutorial on <http://www.soton.ac.uk/~fangohr/computing/pdfwriter.html>.

When ticking a box please right click on the [ ]  go to *Properties* and change the *Default Value* to ‘Checked’

**SECTION A** Section A must be completed by the applicant student

**1 Personal Details**

If your contact details change after you have applied, please contact the International Office as soon as possible.

**2 Study Details**

You will be studying in one of the University of Southampton’s Faculties (e.g. Humanities) and in an Academic Unit within a Faculty (e.g. Modern Languages). Please ask your Exchange Co-ordinator which Academic Unit you will be visiting if you are unsure.

The study periods available are:

**Full year**: September to June **Semester 1**: September to January **Semester 2**: January to June

If you are coming at another time please select ‘Other’ and apply by the appropriate deadline.

**3 Proposed courses of study (units/modules)**

For details of courses available please visit our [website](https://www.southampton.ac.uk/international/study_exchange/incoming/courses_of_study.html). **Please note it may not be possible for you to take all your preferred courses.** Four modules per semester is required, however please select additional reserve modules.

**If you will be studying at Winchester School of Art**, please specify your preferred pathway options, the current year

of your studies and **include your portfolio** which should contain: your name, your current level and year of study at your home institution; six images of your current work (jpeg or pdf); a list of the six images with title, medium, scale, date made, and if the image is the whole piece of work or a detail.

**4 Education**

Please provide your most recent transcript, translated into English.

**5 English Language Competence**

It is important that your spoken and written English language is **university-level** standard so you can participate actively in your studies. We are not able to support students with a lower level of English. Please give as much information as possible.

**6 Additional support**

Please give us details if you will need extra personal or academic support during your studies at the University.

**7 Signature**

Please read the declaration and sign your application.

**SECTION B**

Section B must be completed by the Institutional Exchange Co-ordinator or an appropriate member of staff at your university.
*[When you are applying via IEC Online GmbH as a fee-paying freemover, this section does not have to be filled!]*

**Application Checklist**

**[ ]  Application form and Ethnicity Form**

**[ ]  Latest Transcripts of Records translated into English**

**[ ]  English Language test results (if required)**

**[ ]  Portfolio (for students applying to Winchester School of Art)**

**Application Process Timeline**

Please return your application form **to the Study Abroad and Exchange team by the appropriate deadline**. We will pass your application to the Academic Unit where you will be studying. If the Academic Unit approves your application, they will send you **an offer letter or email**. It is important that you do not arrange any travel or accommodation until you receive an unconditional offer letter.

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| **APPLICATION FORM****Study Abroad/Exchange****International Office** | \\iecserver01\ADVISOR\00 CW Team\00 CW Assist\IEC Stempel\IEC Firmenstempel.png | university_southampton_black |

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| **For office use: Banner ID/course code** |  |

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| **Application Deadlines** | **Full year / Semester 1 (Sep Arrival):** 15 May | **Semester 2 (Jan arrival) :** 15 October |

**Please read the notes on page 1 BEFORE completing this application form electronically.
Handwritten applications will NOT be accepted.**

**SECTION A - To be completed by the Student**

**Erasmus Exchange** **[ ]  International Exchange** **[ ]  Study Abroad** (fees payable)**[ ]**

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| 1. **Personal Details – All details must be completed.**
 |
| Surname / Family Name |  |
| First Name(s) |  |
| Date of Birth  | (dd/mm/yy) | Gender | Male [ ] Female [ ]  |
| Address |  |
| Telephone Number (+country code) |  |
| Email address 1  |  |
| Email address 2 |  |
| Country of birth |  | Country of permanent residence |  |
| List the country(ies) of your last 3 years of residence |  |
| Nationality (including Dual Nationality) |  | Nationality of your spouse or civil partner (including Dual Nationality) |  |
| Nationality of Mother (including Dual Nationality) |  | Nationality of Father (including Dual Nationality) |  |
| Passport number (international students)/ ID number (Erasmus+ students) |  | Passport/ID Nation of issue  |  |
| Visa. Tick as appropriate. | Student Visitor Visa [ ]  | Tier 4 (General Student) Visa [ ]  | I don’t know yet [ ]  |
| 1. **Study Details**
 |
| Name of Home University |  |
| Subject/ name of degree in your home country |  |
| ERASMUS CODE (**Erasmus Only)** |  |
| Name of Agent **(if applicable)** | IEC Online GmbH | Agent Code **(if applicable)** |  |
| Faculty where you will be studying  |  |
| Subject area you will be studying |  |
| Academic Year (e.g. 2018-2019) |  |
| Study period: select as appropriate | Full Year (Sep to June) [ ]  | Semester 1 (Sep) [ ]  | Semester 2 (Jan) [ ]  | Other: |
| Level of study at Southampton | Undergraduate [ ]   | Postgraduate taught (Masters) [ ]  | Postgraduate research (Doctoral) [ ]  |
| 1. **Proposed Study Modules**
 |
| **Contact the** [**Academic Department**](https://www.southampton.ac.uk/uni-life/exchanges/exchange-contacts.page#exchange_administrators) **where you will be studying for details of the available modules** or alternatively look at our current module catalogue (<http://www.southampton.ac.uk/courses.page>) to help you complete this section. For English language courses, see Notes on Page 4.Give details of the modules in which you are interested in order of preference.**It may not be possible for you to take all your preferred modules.** Your module choices will be finalised by your Academic Department in the Learning Agreement and availability will be confirmed when you arrive**.** **Your modules should be in the subject for which you were nominated. If you would like to take a module in a different subject area, please indicate below (only ONE per semester – not applicable if you are a Law student).** |
| **Semester 1**  | **Module Title** | **Module code** | **CATS/ECTS credits** |
| **Preference 1** |  |  |  |
| **Preference 2** |  |  |  |
| **Preference 3** |  |  |  |
| **Preference 4** |  |  |  |
| **Reserve** |  |  |  |
| **Reserve** |  |  |  |
| **Semester 2**  | **Module Title** | **Module code** | **CATS/ECTS credits** |
| **Preference 1** |  |  |  |
| **Preference 2** |  |  |  |
| **Preference 3** |  |  |  |
| **Preference 4** |  |  |  |
| **Reserve** |  |  |  |
| **Reserve** |  |  |  |
| **To be completed by Erasmus only** |
| Number of credits required by my home University (it should be 60 credits per semester = 30 ECTS) |  |
| If less than 30 ECTS a semester, please explain why. |  |

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| **Students applying to the Winchester School of Art (applications are only accepted for Semester 2)**: Please choose **one pathway only** and select your preferred subject areas in order of preference |
| **Fine Art Pathway** | Fine Art [ ]  |
| **Graphic Arts Pathway** | Graphic Design [ ]  Illustration [ ]  Photography [ ]  Motion Graphics [ ]   |
| **Fashion/Textile Design Pathway** | Fashion Design [ ]  Knitwear [ ]  Printed Textiles [ ]  Woven Textiles [ ]  |
| **Fashion Marketing/Management** | Fashion Marketing [ ]  Fashion Management [ ]  |
| **Current year of study** | Year 1 [ ]  Year 2 [ ]  Year 3 [ ]  Year 4 [ ]  Other \_\_\_\_\_\_\_ |
| **All Pathways** (with the exception of Fashion Marketing/Management) | I enclose a portfolio [ ]  (For guidance on submitting your portfolio, see the Notes on Page 4) |

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| **4. Education** |
| **Please attach your most recent Official Transcript of your studies translated into English.**Attach a transcript of your studies [ ]   |
| **Name of Institution** | **Qualification**  |
|  |  |

**5. English Language Competence**

|  |  |  |  |
| --- | --- | --- | --- |
| Is your first language English? | Yes [ ]  No [ ]   | If no, what is your first language? |  |
| The Language Requirement for Regular Academic Session is IELTS 6.5\* or equivalent with no subscore below 5.5. This can vary according to programme, for more information about requirements and exemptions please visit the following [website](http://www.southampton.ac.uk/international/entry_reqs/english_language.shtml).**\*If you are an Erasmus student, you will not need to submit English language test results. It is assumed that your language proficiency has been assessed by your home institution as being the required level as detailed on the Erasmus+ Agreement.\*** |
| **6. Additional Support** |
| Do you have any disabilities or medical or mental health conditions which might require special arrangements or facilities?  | Yes [ ]  No [ ] If yes, please give details on a separate sheet |

**7. Signature of Student**

**Data Protection**

Do you consent to the University of Southampton and your home institution processing your application to undertake a programme at the University of Southampton on your behalf and for personal information about you and regarding your application, your progress and any marks or other relevant information being transferred between the University of Southampton and your home institution and vice versa? Please use the link below to access the University’s policy.

<https://www.southampton.ac.uk/about/governance/policies/privacy-notice-applicant.page>.

Yes [ ]  No [ ]

**I confirm that:**

* **the information I have given above is correct to the best of my knowledge.**
* **while I am studying at the University of Southampton, I agree to abide by the University’s regulations, including those regarding academic integrity, personal conduct and behaviour.**

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**SECTION B - To be completed by the Study Abroad or Exchange Co-ordinator or Personal Tutor at the sending university**

**I confirm that:**

* **this student has been nominated by our institution to undertake a study placement at the University of Southampton**
* **this student has sufficient academic ability and English language competence to follow the proposed programme of study at the University of Southampton.**

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Role \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone Number \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signature** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please return your completed application form to:**

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