



## **Incoming Exchange Application Form**

**Personal Details** - Please ensure you read through this application form, including the Declaration at the end, before completing.

<b>Title</b> (Mr/Miss/Mrs/Ms/Mx)	<b>Gender</b> M      F Other	<b>Forenames</b>
<b>Surname (Family Name)</b>		<b>Previous Surname (if applicable)</b>
<b>Permanent Home Address</b>		<b>Mobile Number</b>
<b>Contact Address (if different to the above)</b>		<b>Email Address</b>

**Date of Birth**



**Academic Details**

<b>Home Institution Name</b>	<b>Duration of your degree e.g. 3 or 4 years</b>
<b>Your degree title</b>	<b>Current year of your degree e.g. 3<sup>rd</sup></b>
<b>Degree Level e.g. Bachelors or Masters</b>	<b>Current GPA (if known)</b>

<b>Department (s) you wish to study in at the University of Chichester e.g. Business School</b>	
<b>Please indicate the period in which you wish to study.</b>	<b>Semester 1 (Sept – Jan)</b> <b>Semester 2 (Feb - Jun)</b> <b>Full Year</b>

**Academic Record**

**Please indicate the highest level of academic qualification(s) that you have achieved to date and enclose a copy of your most recent university transcript and one academic**



Even though we do not accept method of instruction as evidence of English language proficiency (see above for details). Please complete if you have been instructed in English in your home country.

<b>Have you been taught in English?</b> <b>Yes          No</b>	<b>If yes, state the number of years</b>
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English language support is offered at the University of Chichester. If you are interested in English language support sessions which you can join at any time. We also offer modules in Academic English language which carry credits.

<b>Do you wish to enrol on any English Language development modules?</b>	<b>Yes          No</b>
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**Please send your English language certificates with your application form.**

**Personal Statement**

**Please provide, on a separate sheet of paper, a personal statement telling us more about your motivation for applying for this course, your work experience (if relevant) and your general**



## **Accommodation**

(University accommodation is not guaranteed at our University however we will try to accommodate you if possible)

**Please indicate the following**

**I would like to be contacted by the University of Chichester Accommodation Office to assist with finding accommodation**

**I will arrange my own accommodation**



## **Selecting your modules for your exchange**

**Please indicate the modules you wish to take below** (NB. This is not a Learning Agreement).

You can study 4 modules per semester, as we cannot guarantee your first choices of modules, you may select up to 6 modules per semester and list them in order of preference. Please view the modules we offer at <https://ipps.chi.ac.uk/services/moddir/>. This module list is for the current academic year and will be updated every August, **if you select a module that isn't offered any more**, the University of Chichester will suggest alternative modules at the start of the semester.

### **Key for Modules:**

S1 for semester 1, S2 for semester 2 and AY for the entire academic year

L4: is a 1st year module of our 3-year degree programme (equal to a 2nd year of a 4-year degree)



## **Academic Calendar**

Please check our semester patterns before you apply. Most degree modules will fit our standard semester pattern however some degree modules will follow of non-standard semester pattern.

Full details are available at <https://www.chi.ac.uk/about-us/course-semester-dates/>

## **Visas**

Please note if your application is accepted you may need a visa to enter the UK. You can find further information at the following website address

[www.chi.ac.uk/study/international/study-abroad-exchange/inbound-exchanges/](http://www.chi.ac.uk/study/international/study-abroad-exchange/inbound-exchanges/)

## **Declaration**

I certify that the information I have provided is factually correct and I understand that any false or misleading statement made on this form, or failure to disclose information relevant to this application may result in my application being rejected/registration being terminated and/or may lead to legal proceedings. I agree to supply any information that I am asked for which is necessary for this application. I understand that this information will be treated in confidence and will only be used as required for processing my application and associated administration. All personal data provided will be processed securely and in accordance with data protection legislation, as set out in the University of Chichester Privacy Standard and Privacy Notices, which can be found here:

<https://www.chi.ac.uk/about-us/policies-and-statements/data-protection>

Your personal data, collected in connection with your exchange, will be retained securely for seven years, after which time it will be securely deleted or anonymised for statistical reporting.

## **Print Name**

**Signature** (digital accepted)

**Date**

## **Dance Audition Details** (dance students only)

The dance audition show reel needs to be of you doing some technical class material, ideally this will last between 1-3 minutes and should be a solo performance.

The show reel should show your contemporary, ballet and performance work joined together to give a broader example of your abilities.

If you can upload this to a platform and share the link with us that will be ideal (e.g. YouTube)



### **Returning this form and supporting evidence**

**Please return this form, together with your Personal Statement, a copy of your most recent University transcript and a reference (not required if applying through the Erasmus Programme), English Language qualification (not required if first language is English and in the exemption list) and One Audition link (Dance students only) to:**

[exchange@chi.ac.uk](mailto:exchange@chi.ac.uk)

**All documents must be sent in English**, should you require your transcript to be translated speak to your home university who should be able to facilitate your request.

### **Checklist must be sent with your application form**

**Personal Statement**

**Headshot Portrait Photo**

**Most Recent Transcript**

**English Language Qualification** (not required if English is your first language)

**One Academic Reference** **Not rd f2B(ap)or45(c)13.(a)-4.85-asmantPr**