

**Application Form**

**Contemporary Study Skills Module AND  
 Graduate Diploma in Equine Locomotor Research**

Please complete this form in typescript or black ink and return with the required documents via email to [admissions@rvc.ac.uk](mailto:admissions@rvc.ac.uk) or via post to The Admissions Office, The Royal Veterinary College, Royal College Street, London, NW1 0TU

The deadline for applications to be eligible for entry in 2016 is Sunday 11<sup>th</sup> September 2016. Applications received after this date and incomplete applications will not be accepted.

**Please note that progression onto the Graduate Diploma in Equine Locomotor Research is subject to successful completion of the Contemporary Study Skills module. This application will be used for both courses but any offer for the Graduate Diploma will be conditional on the completion of the Contemporary Study Skills Module.**

| <b>Personal details</b>   |  |                          |
|---|--|--------------------------|
| Title (e.g. Mr., Miss, Mrs, Ms, Dr.):   | First name(s):                             | Surname/family name:     |
| Home Address:   |  |                          |
| Postcode:   |  | Country:                 |
| Date of birth ( <i>day/month/ year</i> ):   | Previous surname ( <i>if applicable</i> ): |                          |
| Work telephone number:  | Home telephone number:                     | Mobile telephone number: |
| Email address:  |  |                          |
| Sex ( <i>please tick</i> )<br><input type="checkbox"/> Male <input type="checkbox"/> Female |  |                          |
| Employer name and address:  |  |                          |
| Postcode:   |  | Country:                 |
| Telephone Number:   |  |                          |



**Details of employment to date** (current employment first)

| Name and address of employer | Nature of work and job title | From  |      | To    |      | FT /PT? |
|------------------------------|------------------------------|-------|------|-------|------|---------|
|                              |                              | Month | Year | Month | Year |         |
|                              |                              |       |      |       |      |         |

**CPD**

Please list all CPD undertaken in the last 2 years:

| <b>Name of provider</b> | <b>Subject/Title</b> | <b>Date completed</b> |
|-------------------------|----------------------|-----------------------|
|                         |                      |                       |

## **Personal Statement**

Please let us know why you would like to be considered for a place on this course, and why you think you are suitable for studying this subject at this level (please see our website for guidance on what to include). You can also include any other information you think we should be aware of when considering your application. You can continue on an additional sheet if necessary:

## Finance and fee status

### Who will be paying your fees?

|  |                          |
|--|--------------------------|
| Self funded  | <input type="checkbox"/> |
| Employer   | <input type="checkbox"/> |
| Employer & Self (please give details below e.g % paid by each) | <input type="checkbox"/> |
|  |                          |

To assist us in assessing your fee status, please provide the following information.  
We may need to request further details if we cannot initially establish your status.

|   |
|---|
| Country of birth:   |
| Country of permanent residence:   |
| Nationality:  |
| Date of first entry to live in the UK:  |
| If you are not an EU citizen, but either of your parents or your spouse/civil partner is, please tick here <input type="checkbox"/>   |
| If you are a national of the EU (including the UK) or have the right to live in an EU country but have lived outside the EU for any period in the last five years, please give details: |
| Please indicate your current immigration status (please provide a copy of your passport and any relevant visa or Home office documentation with your application)                       |
| <input type="checkbox"/> British Citizen or Commonwealth National with Right to Abode   |
| <input type="checkbox"/> Indefinite leave to remain/enter   |
| <input type="checkbox"/> EU National  |
| <input type="checkbox"/> Refugee status or child or spouse of someone who has been granted refugee status   |
| <input type="checkbox"/> Asylum seeker  |
| <input type="checkbox"/> EEA National   |
| <input type="checkbox"/> Time limit on stay: Date issued: _____ Date expires: _____   |
| <input type="checkbox"/> Other  |
| If you wish to study from overseas, please confirm you are able to attend the study week in the UK:   |
| <input type="checkbox"/> I confirm that I am able to travel to the UK for the study week  |

### **Criminal Convictions**

The college has a duty of care, particularly to learners who are under 18 years of age. In view of this all applicants are required to declare any criminal convictions. All information given will be treated as sensitive data under the Data Protection Act and dealt with in accordance with our Equality and Diversity Policy and our Admissions Policy.

Do you have a criminal conviction? (excluding fixed penalty driving offences)

Yes       No

If YES, details should be given in a sealed envelope and returned with your application form.

### **IT Facilities**

As this is an online course, you are required to have the use of a computer with functionality allowing you to access the course material. This includes access to broadband internet. If you have an old computer or one with which you experience compatibility issues, please check with us before ticking the 'Yes' box below.

*(Note for Mac users: The course materials have all been prepared on Windows PCs and there may therefore be some differences in appearance and functionality, but we are not aware of anything that will prevent Mac users from accessing any of the online material.)*

*(Note for Android tablet and Ipad users: The course materials have all been prepared on Windows PCs and there may therefore be some differences in appearance and functionality. We are aware that some of our online material is unable to be viewed on Android tablets and Ipads such as videos.)*

Do you have access to the IT facilities required:

Yes       No

### **Checklist**

Please check you have enclosed the following documentation with your application. Incomplete applications will be returned.

| <b>Required Document</b>                                   | <b>Check enclosed</b>                                     |
|--|---|
| Copy of your passport                                      | <input type="checkbox"/> Yes                              |
| Copy of Farrier registration                               | <input type="checkbox"/> Yes                              |
| Portfolio included (see website for more info on content)  | <input type="checkbox"/> Yes                              |
| Reference  | <input type="checkbox"/> Yes                              |
| Completed RVC equal opportunities form                     | <input type="checkbox"/> Yes                              |
| Sealed envelope containing details of criminal convictions | <input type="checkbox"/> Yes <input type="checkbox"/> N/A |

## Declaration

I declare that the statements made by me on this form are, to the best of my knowledge and belief, true and correct.

I understand that the above information forms the basis on which a place maybe offered to me. I also understand that the place maybe withdrawn if undeclared criminal convictions subsequently come to light.

I agree to the University of London, The Royal Veterinary College processing my personal data contained in this application form and other personal data that the University may obtain from me or other people connected with my studies. I agree to the retention and disclosure of such data for normal academic and administrative purposes in accordance with the principles set out in the 1998 Data Protection Act.

|                  |             |
|------------------|-------------|
| <b>Signature</b> | <b>Date</b> |
|------------------|-------------|

The Royal Veterinary College reserves the right to withdraw any offer or cancel enrolment if information is found subsequently to be incorrect.



## Reference

|                                   |      |
|-----------------------------------|------|
| Name of referee:                  |      |
| Post/Occupation/Relationship:     |      |
| Name and address of organization: |      |
| Telephone:                        | Fax: |
| Email:                            |      |
| Name of Applicant:                |      |
| Reference:                        |      |

## Equal opportunities form

The College welcomes applications from all persons of the requisite standard whether resident in the UK or elsewhere.

No disadvantage shall be imposed on the grounds of ethnic origin, social or political beliefs, religion, gender or sexual orientation.

The following information will be treated as confidential and may be used in order to help us monitor the effectiveness of our Equal Opportunities Policy. The information given here will not affect the outcome of your application and will not be seen by those responsible for the selection process.

### Disabilities/Special Requirements

The Royal Veterinary College welcomes applications from students with disabilities. It is helpful for us to know about the nature of any disability in order for us to ascertain whether facilities are available at the College to meet students' special needs.

Applicants with disabilities are welcome to contact the Student Disability Officer prior to applying ([disability@rvc.ac.uk](mailto:disability@rvc.ac.uk)).

If you are registered disabled with the UK Department of Education & Employment please tick here

Please tick the box(es) below which apply to you:

- I do not have a disability nor am I aware of any additional support requirements in study or accommodation
- I have dyslexia
- I am blind/partially blind
- I am deaf/have hearing impairment needs
- I am a wheelchair user/have mobility difficulties
- I have mental health difficulties
- I have an unseen disability e.g. diabetes/asthma
- I have Autistic Spectrum Disorder or Asperger Syndrome
- I have a disability not listed above (*please specify:*)

## Equal opportunities monitoring

Please tick the appropriate box:

### Asian (or Asian British)

- Indian
- Pakistani
- Bangladeshi
- Chinese
- Other Asian Background

### Black (or Black British)

- Caribbean
- African
- Other black background

### Mixed

- White and Black Caribbean
- White and Black Asian
- White and Asian
- Other mixed background

### White

- British
- Other white

I do not wish to say

## Have you ever been in care?

- Yes
- No
- I do not wish to say

If Yes, were you in care when aged 16 years or older?

- Yes
- No
- I do not wish to say