



Application for admission  
Junior Year Abroad English +  
2019/20

Return this form to:  
Sussex Abroad  
Hastings building  
University of Sussex  
Brighton BN1 9RJ  
UK

Email: [sussexabroad@sussex.ac.uk](mailto:sussexabroad@sussex.ac.uk)

University of Sussex use only - Application No.

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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**1. Personal details**

*(write name and address clearly)*

<b>Surname / family name</b>		<b>Other or given names (in full)</b>		<b>Date of birth</b>		
				<b>Day</b>	<b>Month</b>	<b>Year</b>
<b>Male / Female</b>	<b>Country of birth</b>	<b>Country of permanent residence</b>				
<b>Citizenship/Nationality</b>		<b>Passport – you must submit a copy of your passport with the application form</b>				
<b>Address for correspondence (e.g. agent address)</b>				<b>Permanent home address</b>		
<b>Valid dates: (day/ mth/ yr)</b> from ___ / ___ / ___ to ___ / ___ / ___						
Telephone (with area code)				Telephone (with area code)		
Mobile/cell phone (with area code)				Email		
Email						

**2. Period of study required**

Please tick the relevant box(es) below to indicate the period you wish to study at Sussex.

Option 1: (April 2019– December 2019)	English Language April-August; Academic Study September- December	<input type="checkbox"/>
Option 2: (April 2019 – June 2020)	English Language April-August; Academic Study September- June	<input type="checkbox"/>
Option 3: (September 2019– June 2020)	English Language September- December; Academic Study January – June	<input type="checkbox"/>
Option 4: (June/July 2019 – June 2020)	Pre-sessional English June/July- August; Academic Study September – June	<input type="checkbox"/>
<b>Or other – list approximate dates and programme options as required:</b> _____		<input type="checkbox"/>
_____		<input type="checkbox"/>

### 3. Sussex Teaching Dates and Assessment Periods (provisional)

**Teaching Autumn Term**

30 September to 13 December 2019

**Mid-year Assessment periods (all full year students must attend)**

6 January to 18 January 2020

*If you are attending Sussex for autumn term only you are not required to attend the assessments in January. You will be given the option to take alternative assessments for modules if the normal assessment is an unseen exam in January. The alternative assessment would normally be taken at the end of autumn term.*

**Teaching Spring/Summer Terms**

27 January to 1 May 2020

**Year-end assessment period (all full year and spring/summer students must attend)**

11 May to 6 June 2020

### 4. Education and Qualifications

University or college at which currently registered (if you have attended previous colleges please list with dates)	Dates attended		Qualification for which registered, eg BA or BSc	Expected date of graduation	Major subject(s) (if applicable)
	from	to			
<b>Current cumulative grade average (CGPA) or equivalent:</b>					

**Academic record:** You **must** submit a certified transcript in English of your academic record to date. Please tick as appropriate:

My transcript is enclosed

I have arranged for my transcript to be forwarded by my college authorities

**Modules currently being taken:** give details of modules you are taking which are **not** shown on your transcript.

Module name and description	Department	Module credit

## 5. English Language Requirements

Students who are non-native English speakers must show evidence of their English language proficiency and provide results of any examinations taken. Admission to the University is conditional on a satisfactory English language qualification, such as IELTS or TOEFL, and you should attach a copy of the English language test result with your application form.

**NOTE:** Students who apply to start the Intensive English language programme in April **must** take the IELTS for UKVI test.

### English language levels required for admission to the JYA programme:

Options 1 and 2 - IELTS minimum 4.5 in each section of the test

Options 3 and 4 - IELTS minimum 5.5 in each section of the test

Please contact Sussex Abroad if you have any questions about English language requirements

Examination title	Date	Score/grade	Other evidence

**Academic reference:** You should arrange for an academic tutor from your home University with knowledge of your academic ability and potential to provide in confidence his or her evaluation of your application for study abroad at the University of Sussex. The reference should be enclosed with the application form or sent direct to the University by the referee.

Name and position of referee	In what capacity do you know this person?

## 6. Finances

**Tuition fees:** Who will pay your fees? (tick appropriate box(es) below)

Myself  Parent  Other ► **Please give details below**

**Living expenses:** Who will pay your living expenses? (tick appropriate box(es) below)

Myself  Parent  Other ► **Please give details below**

## 7. Sussex Module Application

Surname / Family name <i>Do not leave this section blank</i>	Other or given names (first name and middle initial)

**Please read the following carefully so you complete the module section correctly:**

- List 6 modules for each term in order of preference; although you will not be taking all of these modules it may be that some modules may be withdrawn or may be full by the time you apply.
- Read the section in the Study Abroad Guide on how to select modules **before** listing them. We will base module allocation from the ones you have listed and will endeavour to confirm your final modules before the start of the term. In some cases however, modules may only be confirmed shortly before start of the term or on arrival and you may be asked to select different modules if those you have selected are full or there are timetable clashes.
- If a module has several options listed indicate your preferred option, e.g. in "Period of English Literature" option might be '1832-1914'
- Make sure that you list title, code and level of module.
- If you select **computing modules** let us know if you have programming skills and in what language.
- It is important you select modules for the correct term.

### Autumn Term (*You must list 6 modules in order of preference*)

**Autumn teaching** means that the module is **only** taught in the autumn term, **spring teaching** means it is **only** taught in the spring term. **Autumn & Spring teaching** means the module is taught over two terms, ie a full year. **It is not possible to take autumn only of a full year module or to join a full year module in the spring term.**

\* Level 3= year 0 (sub-degree); Level 4 = year 1; level 5 = year 2; level 6 = year 3 (final year)

### Autumn Term (*You must list 6 modules in order of preference\**)

Title of Module	Module code	Level *	Credits	Sussex Subject area as listed in the Study Abroad Guide	Office use only
1.					
2.					
3.					
4.					
5.					
6.					

### Spring term (*You must list 6 modules in order of preference\**)

Title of module	Module code	Level *	Credits	Sussex Subject area as listed in the Study Abroad Guide	Office use only
1.					
2.					
3.					
4.					
5.					
6.					

**Special comments**

Please use this space if you have any special module requirements or combinations (e.g. selections 2 and 3 are alternatives)

**8. Checklist for applicants**

Please tick as appropriate:

- |   |  |
|---|--|
| <input type="checkbox"/> Transcript enclosed, or    | <input type="checkbox"/> Transcript to be forwarded            |
| <input type="checkbox"/> Recommendation arranged    | <input type="checkbox"/> English language test result enclosed |
| <input type="checkbox"/> Selection of modules given | <input type="checkbox"/> Copy of passport attached             |
| <input type="checkbox"/> Module alternatives given  | <input type="checkbox"/> Monitoring form enclosed              |

**Note:** Information on housing will be sent after acceptance to study at Sussex.

How did you first learn of the Sussex programme? Please tick appropriate box(es) below:

- |   |  |
|---|--|
| <input type="checkbox"/> University website                   | <input type="checkbox"/> Student who has previously participated |
| <input type="checkbox"/> Presentation                         | <input type="checkbox"/> Study Abroad Guide                      |
| <input type="checkbox"/> Study Abroad Office at my university | <input type="checkbox"/> Word of mouth/recommendation            |
| <input type="checkbox"/> Other – please state                 |  |

**9. Student's declaration**

9 a) I certify that the information given in this application is correct and complete; I understand that the University reserves the right to withdraw registration if this is not the case. I understand that entry to the University is selective and that completion of this form does not guarantee entry.

If admitted to Sussex, I agree that the University may inform my home institution in the event of serious academic problems (e.g., repeated and unexcused absences from classes or failure to do set work) or in the event of student disciplinary issues. I also accept that Sussex may routinely inform my home institution and/or funding body of my academic results during or at the completion of my programme.

If admitted to Sussex, I agree in the event of serious welfare emergencies, such as illness, physical or mental, accident, that the University of Sussex may inform my home university and/or parents/guardian.

9 b) I understand that the information provided by me on this form is to enable the University to consider my admission to the programme and set up a record for me, that it may be held in electronic or written form, and will be handled in compliance with UK data protection legislation and the University of Sussex's data protection policy. Please see the following web page for further information: <http://www.sussex.ac.uk/ogs/policies/information/dpa>

**Signature:** ..... **Date:** .....

## General Guidance

### General

- You must complete **all** sections of the form before we can process your application.
- Please type or use capital letters.
- Take a photocopy for your records.
- **Early application is strongly recommended. Completed forms should be received by the Sussex Abroad office minimum of two months before the start date of your study programme.**

### Visa Information

Guidance about the visa application process can be found at <http://www.sussex.ac.uk/study/international-students/visas-immigration>

### Financial

The University must be assured that all students have adequate means of financial support to enable them to complete the courses for which they are admitted.

### Fees

- The main academic year fees are listed in the Study Abroad Guide <http://www.sussex.ac.uk/study/international-students/visiting-exchange-erasmus-students>
- University regulations require that fees are paid in full at the beginning of the programme as part of the process of registration. If you withdraw before the end of the course you will not automatically be eligible for a refund of fees. If approved a refund will only be made for each paid, complete term of non-attendance. Refunds are not due if you attended part of a term.

### Living expenses

We estimate that to cover the cost of accommodation and other living expenses, a single self-supporting student should budget for £200-£286 per week of your programme, in addition to tuition fees. These figures are for guidance only and you may require more depending on your lifestyle. Please do not rely on employment in the UK for your normal living expenses.

### Sussex module application

Read the section in the Study Abroad Guide on how to select modules **before** listing them. We will base module allocation from the ones you have listed and will endeavour to confirm your final modules before the start of the term. In some cases however, modules may only be confirmed shortly before start of the term or on arrival and you may be asked to select different modules if those you have selected are full or there are timetable clashes.

After acceptance to study at Sussex, a Visiting and Exchange School Coordinator will assemble a package from your choices, depending on availability, meeting any pre-requisites, and ensure that you will be taking the correct credit load

**The Sussex credit loads are:** autumn only - 60; spring term/summer terms only – 60; full year – 120 (150 credits is the maximum you can take in a full year although we recommend you take no more than 135). If you wish to take fewer than, or more than, 60 Sussex credits per term we require written approval from your home university. Please be aware that minimum credit load per term is 45 Sussex credits and maximum is 75 Sussex credits.

**Note:** Although all modules listed in the Study Abroad Guide 2019-2020 are expected to be offered in that year, the University may occasionally be obliged to cancel modules.

### Assessments

You will be assessed on the modules you take at Sussex by the standard method for the particular module or by an alternative method approved by the relevant School Teaching and Learning Committee if you are registered for the autumn term only and an alternative assessment is appropriate; the alternative assessment(s) would be taken at the end of autumn term

### Data Protection

The University will use the information provided for the purposes of administering your application during the admissions cycle. If you are admitted to the University, this information will be carried forward to your formal student record which holds data in electronic and paper form on your personal details, academic and administrative history and on relevant financial transactions. Otherwise your application details will be archived and used only for internal statistical purposes.

## Monitoring form

*This section of the application form will be separated from the main form before the application is sent to the selector.*

Name of Applicant: \_\_\_\_\_

### Disability, special needs or medical condition

If you have a disability, special need or medical condition please indicate below, this information will be passed on to the Student Support Unit who may contact you for further details to help us make any reasonable adjustments which may be necessary. Please note that consideration of how we can meet any special needs is separate to the assessment of your academic suitability.

- No disability
- You have a social/communication impairment such as Asperger's syndrome/other autistic disorder
- You are blind or have a serious visual impairment uncorrected by glasses
- You are deaf or have a serious hearing impairment
- You have a long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy
- You have mental health difficulties such as depression, schizophrenia or anxiety disorder\* (*see note below*)
- You have a specific learning difficulty such as dyslexia, dyspraxia or AD(H)D
- You have physical impairment or mobility issues such as difficulty using your arms or you use a wheelchair or crutches
- You have a disability, impairment or medical condition that is not listed above (please specify below)
- You have two or more impairments and/or disabling medical conditions (please specify below)

Please use this space to provide us with further information regarding your disability that you would like us to take into consideration:

### Mental health problems

If you have a history of mental health problems you are encouraged to let us know so that we can put you into contact with the various support services available to help you. Studying abroad presents a whole series of new challenges, both academic and personal, and these can sometimes be exacerbated by the fact that you are far from home and the support mechanisms – such as family and friends – that you normally have. The University has a range of academic and student support services to help you cope with those challenges, and to ensure that you get the most out of your time at Sussex. For further details, please check the Study Abroad Guide. If you complete this section, you will be contacted by the University's Mental Health Co-ordinator, whose role includes providing practical and on-going support for students with mental health difficulties and guidance to prospective students. With your consent, the co-ordinator is able to liaise with your doctor or therapist, both prior to your arrival and during your stay at Sussex.

### Ethnic origin

Please note that this information will be used for statistical purposes **only** to enable the University to monitor its equal opportunities practices. The University's equal opportunities policy is to ensure that all applications are treated equally regardless of race, sex or disability, etc. Please tick the box below corresponding to the category you consider best describes your ethnic origin. Please note that ethnic origin is not about nationality, place of birth or citizenship.

- |   |   |   |   |
|---|---|---|---|
| <input type="checkbox"/> 10 White           | <input type="checkbox"/> 31 Indian      | <input type="checkbox"/> 39 Other Asian             | <input type="checkbox"/> 49 Other mixed background  |
| <input type="checkbox"/> 21 Black Caribbean | <input type="checkbox"/> 32 Pakistani   | <input type="checkbox"/> 41 White & Black Caribbean | <input type="checkbox"/> 50 Arab                    |
| <input type="checkbox"/> 22 Black African   | <input type="checkbox"/> 33 Bangladeshi | <input type="checkbox"/> 42 White & Black African   | <input type="checkbox"/> 80 Other ethnic background |
| <input type="checkbox"/> 29 Black – Other   | <input type="checkbox"/> 34 Chinese     | <input type="checkbox"/> 43 White and Asian         | <input type="checkbox"/> 98 Information refused     |

### Criminal convictions

You are required to declare any criminal conviction which has not been spent under the terms of the Rehabilitation of Offenders Act 1974 (excluding motoring offences, for which a fine and/or three penalty points were imposed). If you have a criminal conviction you must declare this by putting a tick in the box below. If you put a tick in the box you may be required to provide details of any conviction(s). If you are convicted of a criminal offence after you have applied you are required to disclose this information during the application cycle (excluding motoring offences, as above).

Do you have any criminal convictions?      Yes       No  (*If yes, please give details below*)