# AHEAD PROGRAMME

## APPLICATION FORM

Please complete using BLOCK CAPITALS

## YOUR PERSONAL DETAILS (SEE NOTE A)

<table>
<thead>
<tr>
<th>Surname</th>
<th>Title Mr/Mrs/Miss/Ms/Other)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Forenames</td>
<td></td>
</tr>
<tr>
<td>Permanent Home Address</td>
<td>Address for Correspondence (if different)</td>
</tr>
<tr>
<td>Postcode</td>
<td></td>
</tr>
<tr>
<td>Telephone Number</td>
<td></td>
</tr>
<tr>
<td>Email Address</td>
<td></td>
</tr>
<tr>
<td>Date of Birth</td>
<td>Age on 31 December of intended year of entry</td>
</tr>
</tbody>
</table>

## NATIONALITY

<table>
<thead>
<tr>
<th>Country of Birth</th>
</tr>
</thead>
</table>

## PREVIOUS EDUCATION DETAILS (SEE NOTE B)

<table>
<thead>
<tr>
<th>Secondary school/college/university attended</th>
<th>Town/City</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Month</td>
<td>Year</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Month</td>
<td>Year</td>
</tr>
</tbody>
</table>

If you undertook Scottish qualifications (SQA), please provide your Scottish Candidate No. (SCN) (This can be found on your SQA certificates)

If you previously studied with us, please provide your Student ID number

## YOUR QUALIFICATIONS (SEE NOTE C)

You don’t need any formal qualifications for entry to the AHEAD programme, but please tell us about any educational qualifications you have, including any subjects studied and the qualification achieved (Attach a copy of your certificates or results)

## FUTURE STUDY (See Note D)

If you intend to progress to degree study after the AHEAD programme, please tell us which degree programme you are interested in.

| Degree title: |
**ENGLISH LANGUAGE QUALIFICATION (SEE NOTE E)**

Please indicate whether English is

- a) Your first language  
- b) Your main language for education  
- c) Learnt as a foreign language

If c), please state qualifications gained and attach documentary evidence showing level of proficiency obtained in TOEFL examination/IELTS examination OR equivalent other test of English language skills.
**ADDITIONAL INFORMATION – NOT USED FOR SELECTION PURPOSES (SEE NOTE F)**

Please tell us how you heard about the AHEAD programme

**Occupational Background**

<table>
<thead>
<tr>
<th>Ethnic Origin</th>
<th>Have you ever been in care?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Yes ☐ No ☐</td>
</tr>
</tbody>
</table>

Do any of your parents have any higher education qualifications such as a degree, diploma or certificate of higher education?

| Yes ☐ | No ☐ | Don’t Know ☐ |

**CRIMINAL CONVICTIONS (SEE NOTE G)**

Do you have any criminal convictions?

| Yes ☐ | No ☐ |

**SPECIAL NEEDS OR SUPPORT (SEE NOTE H)**

Do you have a disability / special needs?

| Yes ☐ | No ☐ |

If you have a disability, special needs (including dyslexia) or a medical condition, please tick the appropriate box and enclose further details where necessary.

- Personal care support
- Other disability
- Multiple Disabilities
- Blind / partial sight
- Wheelchair / mobility
- Autistic disorder
- Learning Difficulty
- Unseen disability eg. Diabetes, epilepsy

Any other special or extra facilities or support you may need at the University?

**PERSONAL STATEMENT (SEE NOTE J)**

Information about yourself helps us assess your skills for the course. The Personal Statement must be completed in writing.

Please use the space below to describe i) Why you are interested in the AHEAD programme ii) What you hope to get out of studying the programme, iii) Any future career plan or aspiration.

*(Please continue on separate sheet if required)*
CERTIFICATION

I certify that to the best of my knowledge the information given on this form is true, complete and accurate and no information requested or other material has been omitted and if I am admitted to Abertay University, I undertake to observe the University’s regulations. I give my consent to the processing of my data by the University. I accept that, if I do not comply with these requirements, the University shall have the right to cancel my application and I shall have no claim against the University in relation thereto.

Signature of applicant ................................................................. Date .................................

SEND THIS FORM TO

Registry (Admissions)
Abertay University
Bell Street, DUNDEE DD1 1HG, Scotland, UK
Email: admissions@abertay.ac.uk

Remember to include photocopies of your qualifications.
HOW TO COMPLETE THE AHEAD APPLICATION FORM

If you are completing this form in handwriting, please use BLOCK CAPITALS throughout. This will help to ensure that we record your details correctly.

NOTE A – YOUR PERSONAL DETAILS

Surname: Please make sure you tell us your SURNAME (also known as FAMILY NAME) and your GIVEN NAMES. The University uses your Surname to address all your correspondence and, if your application is successful, it is the name used in our student records system. Example – My name is Julie McEwan. McEWAN is my SURNAME/FAMILY NAME and JULIE is my GIVEN NAME.

Date of Birth: Please enter your date of birth in the format DD/MM/YYYY eg 12/07/1982

Address: Once you have sent in your form you must tell us if either your Permanent Home Address or your Address for Correspondence change. Letters will be sent to whatever address you have nominated as your CORRESPONDENCE address.

NOTE B – PREVIOUS EDUCATION DETAILS

Please tell us about your previous education history including the secondary or high school, as well as any college or university you have attended.

NOTE C – YOUR QUALIFICATIONS

We need to know about your education history. Please list the full title of each Secondary School you attended (eg. Dundee High School, Beijing No.1 Senior Middle School, Cambridge Academy, Rathaus Gymnasium etc) the dates when you attended them, the subjects you studied and to what level and the grade or qualification you achieved. Attach a copy of your High School Leaving Certificate or equivalent.

NOTE D – FUTURE STUDY

If you are thinking about using the AHEAD programme to access a degree with us, please tell us the name of the degree you would like to progress to.

NOTE E – ENGLISH LANGUAGE QUALIFICATIONS

If English is not your first language, please tell us about any English language qualifications you hold.

NOTE F – ADDITIONAL INFORMATION

We use this information to monitor applications and equal opportunities, it is not used for selection purposes.

1. **Occupational Background** – If you are under 21 please give the occupation of your parent, step-parent or guardian who earns the most. If he or she is retired or unemployed please give their most recent occupation. If you are 21 or over please give your own occupation.

2. **Ethnic Background** – Please give the code, from the table below, which most closely describes your ethnic origin.

<table>
<thead>
<tr>
<th>Ethnic Origin Codes</th>
<th>10</th>
<th>22</th>
<th>34</th>
<th>49</th>
<th>39</th>
<th>50</th>
<th>80</th>
<th>98</th>
</tr>
</thead>
<tbody>
<tr>
<td>White</td>
<td>10</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>White Scottish</td>
<td>13</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gypsy or Traveller</td>
<td>15</td>
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<tr>
<td>Other White background</td>
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<tr>
<td>Black or British Caribbean</td>
<td>21</td>
<td></td>
<td></td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Black or British African</td>
<td>22</td>
<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Black or British Australian</td>
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<td></td>
</tr>
<tr>
<td>Black or British Caribbean Bangladesh</td>
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<td></td>
</tr>
<tr>
<td>Mixed with White &amp; Asian</td>
<td>33</td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

3. Please note that the questions on care and parental previous study are optional. This information is not used for selection purposes.

NOTE I – CRIMINAL CONVICTIONS

You must tick either ‘Yes’ or ‘No’ box in order for us to process your application. If you have been arrested by the police and convicted of a crime, you must tick the ‘yes’ box. For certain degree courses this may affect whether or not you are accepted on to the course.

NOTE J – SPECIAL NEEDS OR SUPPORT
The University is keen to provide appropriate support where possible. Please indicate whether you have any disability, medical condition, or special needs (including dyslexia) which may affect your studies and explain what extra facilities or support you might need at University.

NOTE K – PERSONAL STATEMENT

The personal statement is an important part of the application and should be completed clearly IN YOUR OWN HANDWRITING. You can continue your statement on an additional sheet if you wish.

This is your chance to tell us why you are interested in the AHEAD programme, and what you hope to get out of the experience. We are also interested to hear about your future degree or career aspirations.

We use this information to help us to support you with your future education choices with us and to ensure you are prepared to study the AHEAD programme.