



In collaboration with Middlesex University

Middlesex University

Research Degree Application Form

Please complete all parts of this application form in BLOCK CAPITALS and in black ink

1. Previous study at Middlesex University or London School of Theology (LST)

Have you **previously studied** at Middlesex University or LST? Yes [] No []

If YES please state your Student Number (if known) _____

OFFICE USE ONLY

Reference Number:

M _____
—

2. Personal details

Surname/Family Name: _____

Previous surname (if changed):

First Name(s): _____

Title: Rev/Dr/Mr/Ms/Miss/Mrs etc:

Home Address: _____

Postcode: _____

Telephone Number: (including full area dialling code)

Day: _____

Evening/Mobile: _____

Email: _____

Correspondence Address (if different):

Postcode: _____

Gender: Male [] Female [] **Please tick one**

Date of birth: Day: ____ Month: ____ Year: _____

3. Fee status

(i) Country of Birth: _____

(ii) Nationality (as on Passport): _____

Passport Number: _____

(iii) Country of usual permanent residence:

(iv) Have you ever lived outside (or were born outside) the UK/EU?

Yes [] No []

(v) **Applicants not born in the UK/EU must answer the following:**

(a) Last date of entry to the UK/EU excluding holidays?

Day: ____ Month: ____ Year: _____

(b) Have you applied for Refugee or Asylum status in the UK?

Yes [] No []

(c) Have you been granted indefinite leave to remain in the UK?

Yes [] No []

Date Permanent Residence was granted: _____

Please enclose copies of your Home Office documentation

(d) Have you entered the UK on a visa?

Yes [] No []

(e) Date of visa expiry: _____

(f) Will you need a Tier 4 student visa for this programme?

Yes [] No []

4. Payment of fees

Who will pay your fees? (tick as appropriate).

Yourself [] Relative [] If a relative, enclose letter of support.

Research Council [] (Name: _____)

Other Sponsor [] Please specify and attach documentation as appropriate.

Your Employer [] **Please specify the following details below:**

Manager's name: _____

Manager's signature: _____

Company Name: _____

9. English language qualifications - If your first language is not English, please give details of the most recent English language course you have or intend to take, and give the relevant grade/score for all components: Entry to the programme is conditional on the attainment of a standard of proficiency in the English Language (see Research Degrees at London School of Theology)

Course Name

Results

Date

10. Current Employment and Career History – Please indicate in chronological order details of your current employment and career history.

From and To Month and Year	Employer's name and address	Position held	Brief Outline of Duties and Responsibility	Full Time or Part Time

11. Membership of professional bodies and other training including research publications

12. Proposed Research Programme

Please attach, as a separate document an outline of your proposed research and key issues.

13. Criminal Convictions

If you have a current (unspent) relevant criminal conviction please tick here []

If you tick the box above please enclose all details relating to your offence and conviction, including dates and court convicted at. This information should be sent with this application form in a separate sealed envelope, clearly marked **confidential** with your name on it.

Disclosure information will be handled and disposed of securely by Middlesex University and the London School of Theology in compliance with the Criminal Records Bureau Code of Practice, the Data Protection Act and other relevant legislation.

Middlesex University Policy Statements: Recruitment of Ex-Offenders to Programmes of Study or Posts (HRPS27) and Secure Storage, Handling, Use, Retention and Disposal of Disclosures and Disclosure Information (HRPS28) detail how the university will handle this information.

The policies listed above are available online at <http://www.mdx.ac.uk/research/degrees/routes.asp>.

Further information is available from the Admissions Manager, Academic Registry, Middlesex University

14. References: Please give the names and addresses of two academic referees.

First Referee Title: Dr/Mr/Mrs/Miss/Ms/Other: _____

Full Name: _____

Post Held/Occupation: _____

Relationship to Applicant: _____

Address _____

Postcode: _____

Telephone: _____

Email: _____

Second Referee Title: Dr/Mr/Mrs/Miss/Ms/Other: _____

Full Name: _____

Post Held/Occupation: _____

Relationship to Applicant: _____

Address _____

Postcode: _____

Telephone: _____

Email: _____

15 London School of Theology Supplementary Information

Please briefly outline your Christian experience and the types of Christian service in which you have been engaged. (Add a separate sheet if necessary)

To what denomination do you belong? _____

To what local church do you belong? _____

Please give the name and address or email of a Pastor, Elder, Vicar or other Christian leader willing to act as a referee for you: _____

LANGUAGES

What ancient languages can you read? [] Greek [] Hebrew [] Other(s) _____

What modern languages can you read? [] French [] German [] Other(s) _____

OTHER INFORMATION

How did you hear of London School of Theology _____

Why do you wish to read for this degree: _____

Why do you wish to do so at here in particular? _____

FAMILY DETAILS

Spouse's name _____

Children's names and dates of birth _____

OVERSEAS CANDIDATES ONLY

If offered a place, is it your intention to have your family accompany you? [] Yes [] No

If no, what arrangements have been made for their care in your absence?

16. Declaration

Any statements on this form which prove to be untrue or purposely misleading will cause the application to be cancelled

Declaration:

I confirm that the information given in this form is true, complete and accurate: no information requested or other material information has been omitted. I consent to the processing of this data by Middlesex University and London School of Theology for educational purposes under the provision of the 1998 Data Protection Act.

Applicant's name _____ Date _____

Forms which are incorrectly completed will delay the decision making process. All applicants must carefully review the completed form, in particular checking that that all required information has been completed in full before sending the form back to London School of Theology.

I enclose £30 application fee/£40 application fee to include visa CAS

Checklist

1. Complete the application form in full and sign and date the declaration above.
2. Attach copies of transcripts/certificates of your qualifications (**DO NOT SEND ORIGINAL CERTIFICATES**).
3. Enclose copies of your Home Office proof of permanent residence documents (**if requested**) as per the instructions in Section 3.
4. Ensure that your proposed research outline has been completed as per the instructions in section 12 and attached to this form.
5. Attach confirmation letter/documentation from your employer/sponsor/relative stating that they are prepared to pay all or part of your costs, or inform us when the confirmation will be sent. (**if applicable**).
6. Provide two passport size photos
7. **Do not forget the £30 application fee (£40 if requiring a visa CAS)**

PLEASE RETURN THIS COMPLETED APPLICATION FORM TO: Mrs Sandra Khalil

Mrs Sandra Khalil
Guthrie Centre for Research
London School of Theology
Green Lane
Northwood
HA6 2UW
United Kingdom
Telephone: 01923 456162 (if overseas +44 1923 456160)
Fax: 01923 456001 (if overseas +44 1923 456001)
Email: s.khalil@lst.ac.uk

ANY APPLICANT REQUIRING A VISA TO STUDY IN THE U.K. NEEDS TO ENCLOSE A £40 APPLICATION (NOT £30) TO COVER COST OF CAS (CONFIRMATION OF ACCEPTANCE FOR STUDY).

BANK DETAILS

Please note Bank Details for transfers:

Account name: London School of Theology

Bank name: National Westminster Bank Plc.

Bank branch address: Northwood Branch
37 Green Lane
Northwood
Middx
HA6 3AF

Sort Code: 60-15-30

Account number: 31797008

IBAN number: GB 59NWBK60153031797008

BIC number: NWBK GB 2L

All Charges to be paid by the Remitter

Please ask the bank to quote your Name & Research Application