

APPLICATION FORM
MA Collections Care and
Conservation Management

Which academic year are you applying for? _____

PERSONAL DETAILS	
First name(s):	
Surname:	
Title (e.g. Mr/Mrs):	
Date of Birth (dd/mm/yyyy):	
Nationality:	
Passport number:	
Current address:	
Telephone:	
Mobile:	
Email:	
Permanent address, if different from above:	

PHOTO

FEES

Before you commence your programme of study at West Dean College of Arts and Conservation you must ensure that you have adequate financial provision to cover tuition and living expenses.

Please state how your fees will be funded:	Amount
Self	
Awards, scholarships, bursaries	
Bank loans	
Other	

Disability Declaration Form

This form will be detached from your main application form.

West Dean College of Arts and Conservation welcomes applications from disabled people and will try to meet their needs wherever it reasonably can. The information that you give on this application form will help the College to inform you about the support that is available.

Please tick all that applies:	
No known disability	<input type="checkbox"/>
A specific learning difficulty e.g. dyslexia, dyspraxia or AD(H)D	<input type="checkbox"/>
A social/communication impairment such as Asperger's syndrome/other autistic spectrum disorder	<input type="checkbox"/>
A long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy	<input type="checkbox"/>
A mental health condition, such as depression, schizophrenia or anxiety disorder	<input type="checkbox"/>
A physical impairment or mobility issues, such as difficulty using arms or using a wheelchair or crutches	<input type="checkbox"/>
Deaf or a serious hearing impairment	<input type="checkbox"/>
Blind or a serious visual impairment uncorrected by glasses	<input type="checkbox"/>
A disability, impairment or medical condition that is not listed above (please specify below)	<input type="checkbox"/>
Other; please specify:	

If you have ticked one of the boxes that indicates you have a disability you will be contacted by a member of the Academic Registry to discuss the support you may need and any reasonable adjustments you may require.

DETAILS OF EDUCATION AND QUALIFICATIONS (Proof of academic qualifications may be required)			
Dates	School/University/College	Course attended	Qualification

DETAILS OF RELEVANT EMPLOYMENT AND EXPERIENCE			
Dates	Occupation	Name of employer	Skills used

List other courses previously attended (if any)

PROFICIENCY IN ENGLISH (For those whose first language is not English)

Applicants for programmes for whom English is not their first language are required to have attained SELT CEFR.

(Common European Framework of Reference for languages) level B2 for programmes below degree level and SELT CEFR level B2 for all programmes of degree level and above. Countries not included in this requirement are listed on the UKVI website. The test certificate, which must be still within its validity date range, will be required by West Dean College. You must pass each of the four components of the test (reading, writing, speaking and listening) at the required level. Pass marks will be recorded on the applicant’s Confirmation of Acceptance for Study (CAS) prior to the student’s application for a Tier 4 student visa.

Please confirm that you are able to comply with this requirement.

Signature _____

PERSONAL STATEMENT

Please explain why you wish to follow the programme, include information on what you intend to do upon completion of your studies, subjects or historical periods you have a particular interest and collections/museums/galleries that you know particularly well.

If there is insufficient space to complete your answer, please continue on a separate sheet of paper.

Other applications: If you are applying to another institution please give the name and the programme for which you have applied.

REFERENCES

(Professional or Academic) Download the reference form [here](#).

Please arrange for two referees to complete and return the confidential referee forms **direct to the college** as soon as possible. **A delay in Admissions receiving the references can delay the assessment of your application.**

Name of referee 1:	
Address:	
Telephone/mobile:	
Email:	
Name of referee 2:	
Address:	
Telephone/mobile:	
Email:	

Where did you hear about this programme at West Dean College of Arts and Conservation?

West Dean College website	<input type="checkbox"/>	Word of Mouth	<input type="checkbox"/>
Internet search	<input type="checkbox"/>	Professional recommendation	<input type="checkbox"/>
Social Media	<input type="checkbox"/>	Advertisement (please specify)	<input type="checkbox"/>
College eNewsletters	<input type="checkbox"/>	Other website (please specify)	<input type="checkbox"/>
West Dean Open Day	<input type="checkbox"/>	Other (please give details)	<input type="checkbox"/>

APPLICATION CHECKLIST Please make sure you include the following (please tick)	
One passport size photo attached to the space provided on the front of the application form	<input type="checkbox"/>
Copy of passport (All UK and overseas students must provide a copy of their passport)	<input type="checkbox"/>
Copy of transcripts/education qualification certificates	<input type="checkbox"/>
English Language Certificate (if applicable)	<input type="checkbox"/>
E-portfolio of work related to application	<input type="checkbox"/>
Academic Writing example (eg dissertation)	<input type="checkbox"/>

<input type="checkbox"/>	I confirm that I have read and understand the College's Student Terms and Conditions (www.westdean.org.uk/study/student-information/terms-and-policy)
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I declare that to the best of my knowledge the information given in this form is correct.

Signature _____ **Date** _____

Send your completed application form and supporting documents to:

E admissions@westdean.ac.uk

T +44 (0) 1243 818291

Digital applications are preferred, however if you would like to post your application, please use the following address:

Admissions Officer, West Dean College of Arts and Conservation, Chichester, West Sussex, PO18 0QZ, UK

W www.westdean.org.uk