

## FOR OFFICE USE ONLY

Application No

Fees

Ref No

# Application Form for Master of Research/Ed.D/PhD Programme of

# The University of Nottingham Ningbo China

**Please complete all questions and return the completed form along with other scanned supporting documents to** [**PHDAdmissions@nottingham.edu.cn**](mailto:PHDAdmissions@nottingham.edu.cn)**.**

**Two references must be emailed to the above email address directly by the referees.**

1. POSTGRADUATE DEGREE/COURSE

PLEASE STATE QUALIFICATION AND SCHOOL FOR WHICH YOU ARE APPLYING:

1. RESEARCH DEGREE (eg PhD, Ed.D or Master by Research).

Choose an item

1. IN WHICH SCHOOL OF THE UNIVERSITY DO YOU INTEND TO STUDY?

Choose an item

1. HAVE YOU APPLEID FOR ANY UNNC PHD PROGRAMME BEFORE? Yes  No

*If yes, please specify the programme and the year you applied for:*

1. FULL-TIME  PART-TIME
2. PROPOSED ENTRY OF ADMISSION March  September

*(Professional Doctorate in Education (Ed.D) programme takes new students in September entry only.)*

1. TITLE (Mr/Mrs/Miss/Ms/Dr)
2. SURNAME/FAMILY NAME:
3. FIRST NAMES:
4. DATE OF BIRTH (dd/mm/yy)
5. GENDER Male  Female
6. MARITAL STATUS Single  Married
7. ARE YOU CURRENTLY WORKING AT UNNC? Yes  No

*If yes, please attach a letter or email*

    *from your line manager*   *and from HR Office confirming their support if you are applying for Part-time study mode;*

*OR*    *from your line manager confirming that he or she is aware of your PGR application if you are applying for Full-time study mode.*

*Otherwise your application won’t be considered.*

1. CORRESPONDENCE ADDRESS (*Please note: this is the address to which the University will send all correspondence regarding your application. If the address is within China, please provide it in Chinese characters. If it’s an international address, please provide the City, State and Country etc. clearly.)* :

POSTCODE

FROM (dd/mm/yy) TO

MOBILE NUMBER E-MAIL ADDRESS

1. PERMANENT HOME ADDRESS (if different from address given above)

POSTCODE

FROM (dd/mm/yy) TO

MOBILE NUMBER E-MAIL ADDRESS

1. NATIONALITY
2. COUNTRY OF PERMANENT RESIDENCE
3. HOW DO YOU INTEND TO FINANCE YOUR STUDIES? (UNNC PhD scholarship is only applicable to full-time applicants. For details of scholarships and their reference code, please refer to the Graduate School website: <https://www.nottingham.edu.cn/en/graduateschool/funding-opportunities/funding-opportunities.aspx> )

Self-funding

☐ UNNC Alumni Scholarship (applicable to UNNC, UNUK, UNMC alumni)

UNNC Family Scholarship (Please provide demonstrable proof of familial connection.)

UNNC PhD scholarship.

Please specify the scholarship and its reference code (One scholarship only):

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If your UNNC PhD scholarship application is not successful, do you consider self-funding?

YES  NO

Other funding source. Please specify: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. ACADEMIC HISTORY

Higher education institutions attended and qualifications obtained or entered for (you must supply full dates). Please start with the most recent. ***All applicants should enclose official transcripts of their qualifications.*** Failing to provide the Grade Point Average or its equivalent, if applicable, may lead to a delay of reviewing your application.

|  |  |  |  |
| --- | --- | --- | --- |
| Name & Address of Institution | Dates of Attendance (date started and date awarded) | Qualification ( class of Honours, if any, or prediction of award) and Grade Point Average or its equivalent (Please also provide the class rank if applicable) | Principal Subject (s) taken |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
| Other information relevant to your academic history: | | | |

1. ENGLISH LANGUAGE QUALIFICATION(S)

Is English your first language? YES  NO

Is/was English the language of instruction for your first degree? YES  NO

If English is not your first language please provide details of your English language qualifications with results obtained and the date you took the test or will be taking the test below. ***You must provide a copy of your English Language test score report with your* *application.***

SCORE DATE OBTAINED

IELTS

TOEFL (paper version)

TOEFL (computer version)

TOEFL (IBT)

O level or GCSE

Other (please specify):

1. REFERENCES

*Please give the names of your two referees. At least one should be from an academic member of staff at the institution where you gained your most advanced qualification. You are advised to find an academic referee who will not be your potential PGR supervisor.*

**REFEREE 1 REFEREE 2**

Name Name

Position Position

Address Address

Telephone Number Telephone Number

E-mail address E-mail address

1. A Research Proposal:

*Please provide a separate and detailed Research Proposal.*

1. Have you already made contact with a potential supervisor at UNNC? YES  NO

If yes, please give the name and School of the contact person at UNNC:

NAME:

SCHOOL: Choose an item

If you are applying for a Doctoral Partnership Scholarship and have made contact with a potential supervisor from a partner institution, please provide the name of the contact person and the institution:

NAME:

Partner Institution: DTP Partner\_Click to choose

(Please specify if it’s not in the above list): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. CAREER HISTORY

*Please give details of relevant employment and/or professional experience (current first). Continue on a separate sheet or enclose a curriculum vitae if necessary.*

|  |  |  |  |
| --- | --- | --- | --- |
| Date(s)  From To | | Nature of work and position held (please specify whether post was full or part time) | Name and address of employer |
|  |  |  |  |

## DISABILITY /SPECIAL NEEDS

The University of Nottingham Ningbo China aims to provide an environment in which all of our students are able to participate fully in university life. In order to assist us provide suitable support, please indicate if you have a disability. This will not affect judgements concerning your academic suitability for a course, and will be treated confidentially.

None

You have a specific learning difficulty (for example dyslexia)

You are blind or partially sighted

You are deaf or hard of hearing

You use a wheelchair or have mobility difficulties

You have mental health difficulties

You have a disability that cannot be seen, for example, diabetes, epilepsy or a heart condition

You have two or more of the above

You have a disability, special need or medical condition that is not listed above

Further details / details about a disability not listed above:

1. DO YOU HAVE ANY CRIMINAL CONVICTIONS (excluding motoring offences for which a fine and/or 3 penalty points were imposed)

YES  NO

1. HOW DID YOU LEARN ABOUT THE UNIVERSITY OF NOTTINGHAM NINGBO CHINA AND ITS PROGRAMMES?

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Education Platform** | **Social Media** | **Search Engine** | **Fair/Exhibition** | **Other** |
| FindAPhD.com   * + - * Jobs.ac.uk       * Times Higher Education   Chsi.com.cn | Facebook  LinkedIn  Instagram  Twitter  WeChat  Weibo  Naver | Google  Baidu  Bing  Yahoo | QS Grad School Fair  IGSF China Fair  PhD Workshops  EOL Fairs | Family/friend recommendation  Agent  Career Office/Brochure  British Council  Open day |

Other (Please specify)\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. PLEASE CHECK THAT YOUR APPLICATION IS COMPLETE AND THAT YOU HAVE ENCLOSED ALL THE RELEVANT DOCUMENTS

A completed application form (all fields filled)

Degree certificates for undergraduate and postgraduate studies with English translation.

Graduation diplomas are also required for applicants graduated from Chinese universities.

English translation has to be verified by the attended universities with their official stamps (on university headed paper, preferably).

The “online Verification Report of Higher Education Qualification Certificate” in English obtained from China Higher Education Student Information (CHSI[中国高等教育学生信息网](https://www.chsi.com.cn/)) can be provided as an alternative of the English translation if a degree was gained from a Chinese university.

Chinese applicants who obtained a degree abroad or in Taiwan, Hong Kong or Macao, please also provide the certification obtained from the Chinese Service Centre for Scholarly Exchange (教育部留学服务中心).

Official transcripts with marks for all individual modules/courses from undergraduate and postgraduate studies and their English translation. A provisional transcript can be provided if you are still taking some modules but a final transcript has to be submitted when it is available. (Only official transcripts with university stamp can be accepted. The original transcripts have to be submitted upon registration.)

Two references must be emailed to[**PHDAdmissions@nottingham.edu.cn**](mailto:PHDAdmissions@nottingham.edu.cn)directly by the referees and it’s the applicant’s responsibility to notify referees in advance.

English Language test score report (IELTS/PTE academic etc.) if applicable (not required for native English speakers)

A research proposal (For Ed.D applicants, one academic writing is required instead of research proposal)

A copy of passport (International applicants) or ID card (Chinese nationals, both sides of Chinese ID cards required)

An electronic copy of passport-sized photo taken within three months of this application

A brief CV

A Personal Statement (Required by Faculty of Business and Strategic Research Scholarships. Please refer to relevant websites for details.)

A copy of your Masters’ dissertation, or a published paper or conference paper, or a sample of your writing work (Only applied to applications to School of International Studies)

Any supporting documents to demonstrate the research potential, if applicable, e.g. published papers,

conference papers, patents, etc.

***DECLARATION***

I confirm that the information given on this form is true, complete and accurate and no information requested or other material information has been omitted. If I do not fully comply with these requirements, the University of Nottingham Ningbo China shall have the right to cancel my application and I shall have no claim against the University of Nottingham Ningbo China, or any higher education institution or college in relation thereto.

Signature Date

***Completed application form and scanned supporting documents should be emailed to*** [***PHDAdmissions@nottingham.edu.cn***](mailto:PHDAdmissions@nottingham.edu.cn)