

Applying for Postgraduate Study

Guidance Notes to help you complete the application form.

1. Your personal details

- Name – Please state all of your official names as they appear on your official documents such as examination certificates and passport.
- Date of birth – please enter as day, month and year (e.g. for 29 September 1982 please write 29/09/82).
- Permanent home address – we use this address to contact you unless you have specified a correspondence address. Non EU students should provide a permanent address in their home country.
- Correspondence address – our primary contact address for you. If you have come through an agent, please enter their name and address details.
- Preferred name – the name you wish us to use for informal correspondence.

2. Nationality and Permanent Residence

- This information is used to assess your fee category and for statistical purposes.
- Visa status – for information about whether you need a visa to study in Mauritius please refer to the Visa guideline from the Tertiary Education Commission of Mauritius website:
http://tec.intnet.mu/pdf_downloads/communiques/Guidelines%20Student%20Visa.pdf

3. Proposed study at Aberystwyth University Mauritius

Please read the current Prospectus carefully before completing this section or consult the university website www.aber.ac.uk/en/postgrad/ and www.aber.ac.uk/mauritius

- You must enter the full title of the programme and qualification aim as they appear in official Aberystwyth University publications.
- Non-qualification applicants (Visiting Students) should note “Visiting Student” as their proposed qualification and apply in the off-line mode by downloading application forms.

4. Funding, Scholarships and Finance

It is important that you have sufficient funds to pay for your tuition fees and living expenses during your period of study. Please give as much information about your known or anticipated funding arrangements. Some laboratory-based programmes may also require a bench fee, to cover the cost of additional materials and equipment, details of which will be included in the offer letter.

- Scholarships/Studentships
Please only include these as your source of funding if you have been awarded or are eligible to apply for them.
- Self-financing: means that you or your family intend to pay your fees directly to the University.
- Private Sponsor: A private sponsor might be your employer, for example.

5. Your qualifications

- If your qualifications are from outside of the UK, please give the EXACT title of the qualification as it appears on your transcript or certificate. Please do not try to describe it in terms of the UK system.
- Please provide scanned copies/ photocopies of certificates/transcripts, but please note that you may be asked to produce the originals during the application process or when you are studying with us.

6. Work Experience

Please complete section or provide a CV if the course you are applying for requires professional work experience as part of the entry requirements.

7. Personal Statement

Please provide a personal statement that outlines your reasons for wanting to undertake this course of study along with information of any relevant experience you may have. Personal Statements should be within 1-2 A4 pages.

Each Personal Statement is unique. It gives the University the opportunity to find out about you as a person. In this section please include some of the following points.

- How you think you would benefit from a British qualification and experience
- Why have you chosen the degree that you intend to study, what makes you want to devote your study to this field
- What skills, experience as well as academic qualifications and achievements do you have which make you a good match for the degree study you propose (including what interests or hobbies you may have that enhance your suitability)
- Why you have chosen Aberystwyth Mauritius Branch Campus
- What career plans you have for when you complete the course.

Make sure that your personal statement is your own work and not copied from someone else's personal statement

8. References

Postgraduate Taught Applicants – 1 reference

Applicants for Postgraduate Taught courses must submit at least one reference. In most cases these will be academic references but in some cases it will be a work based/professional reference.

Offers may be made for Postgraduate Taught courses prior to the receipt of any references. The offer would then stipulate that a satisfactory reference was required as a condition of the offer. Applicants will not be admitted without satisfactory references.

Reference Criteria

Please ensure all references meet the following criteria, the reference should:

- Be written on letterhead paper. Emailed references will only be considered if they are sent directly from the referee's official work email. We do not accept references from yahoo, gmail or hotmail accounts, for example.
- Be signed and dated by the referee. Email references that meet the above criteria are the exception.
- Contain the contact details and position of the referee.
- State your name, address and the course you have applied for.
- State how long the referee has known you and in what capacity.
- State your qualification, date achieved, results/ predicted results.
- Address the issue of your suitability for the course you have applied for
- Academic referees should be able to comment on your academic background either at initial degree or Masters level.

9. English Language Proficiency for non UK applicants

Non-native English speakers must take a University-recognised test of academic English language proficiency. For further information please see our English Language requirements page:
<http://www.aber.ac.uk/en/postgrad/howtoapply/before-you-apply/english-language/>

If you have been awarded a degree (Bachelors or Masters) from a UK University, you do not need to take an English proficiency test.

10. Welsh Language Proficiency – only applicable to UK students

Please complete this section if you understand Welsh and would like correspondence in Welsh.

11. Disability/ Medical Conditions/ Additional Requirements

Even if you have previously been assessed by the University, please declare your condition on your postgraduate application.

We are collecting this information to ensure that support needs are identified and assess what support the University can provide. This information does not form part of the selection process, and will be treated confidentially. Please enter the code most relevant to you in the box in Section 10. If appropriate please give details of any special requirements or additional support needs you may have.

- 51 Specific learning difficulty e.g. Dyslexia
- 53 Social/communication impairment e.g. Autism
- 54 Long standing illness or health condition
- 55 Mental health difficulties
- 56 Physical impairment or mobility issues
- 57 Deaf/ hearing difficulty
- 58 Blind/partially sighted
- 08 You have two or more of the above disabilities/ special needs
- 96 You have a disability not listed above

12. Criminal Convictions

In order to protect our students and staff we are required to ask if you have any relevant unspent criminal convictions. Please see www.unlock.org.uk for details

What is a relevant conviction?

'Relevant' means: offences against the person, whether of a violent or sexual nature; offences involving unlawfully supplying controlled drugs or substances where the conviction concerns commercial drug dealing or trafficking; offences involving firearms, arson or terrorist acts.

What is a spent conviction?

Convictions that are 'spent' (as defined by the Rehabilitation of Offenders Act 1974) are not considered to be relevant. However certain programmes, for example teaching, are exempt from the Rehabilitation of Offenders Act and different rules apply with regards to criminal convictions. The University may ask you to agree to a criminal records check as a condition of an offer.

Convictions (for offences similar to those set out above) made by courts outside Great Britain are considered unspent. If this applies to you, tick the box "yes."

How will the university handle my application if I declare a relevant criminal conviction?

- If you tick the box “yes” you will not be automatically excluded from the application process.
- The information concerning criminal convictions will be passed on to appointed persons at the university. In line with best admissions practice, they will consider your application separately from your academic merits. During this consideration, they may ask you to provide further information about your conviction. If they are satisfied, your application will proceed in the normal way although they may add certain conditions to any offer they make. Otherwise they will notify you of their decision.
- Failure to declare a relevant criminal conviction may result in expulsion from the university.

All information concerning criminal convictions is treated sensitively, confidentially and managed in accordance with the Data Protection Act 1998.

13. Source of information

Please provide details of how you found out about this opportunity for Postgraduate study

14. Declaration

It is important that you read the declaration in full and understand its contents. Applications will not be processed without having been signed by the applicant.

If you would like any further information please do contact us.

International applicants:

Email: pg-overseas@aber.ac.uk

Phone: +44 (0) 1970 622089

Aberystwyth University (Mauritius Branch Campus):

Email: Mauritius.campus@aber.ac.uk

Phone: +230 466 4848

Information correct at time of publishing