BA (Hons) in Islamic Studies

APPLICATION FORM

Please read the Guidance Notes before completing this form.

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| 1. **PERSONAL DETAILS**
 |
| **Title** | Mr [ ]  Mrs [ ]  Miss [ ]  Ms [ ]  Dr [ ]  | **Other** (please specify) |  |
| **First Name** |  | **Middle Name(s)** |  |
| **Family Name** |  |
| **Gender** | Female [ ]  Male [ ]   | **Marital Status** | Single [ ]  Married [ ]   |
| **Date of Birth** |  |

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| **CONTACT DETAILS** |
| **Address** |  |
| **Postal city/town** |  | **Postcode** |  |
| **County** |  | **Country** |  |
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| **Telephone number** | **Country code** |  | **Area/City code** |  | **Number** |  |
| **Mobile number** | **Country code** |  | **Area/City code** |  | **Number** |  |
| **Email address** |  |

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| **Correspondence Address (if different from above)** |
| **Address** |  |
| **Postal city/town** |  | **Postcode** |  |
| **County** |  | **Country** |  |

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| 1. **NATIONALITY & CITIZENSHIP**
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| **Country of Birth** |  |
| **COUNTRY OF NATIONALITY/CITIZENSHIP**Give details of the countries of which you have nationality and the start date(s). If you have been a national of a country since birth, use your birth date as the 'From:' date under 'start date of nationality'. Please only include nationalities that you currently hold.If you are NOT a national of an EEA country (Including UK, Channel Islands, Isle of Man) or Switzerland, please give the number, nationality and expiry date of the passport that you intend to use to enter the UK. |
| **Country** | **From**(dd/mm/yyyy) | **Passport Number** | **Passport Expiry Date**(dd/mm/yyyy) |
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| **RESIDENCE OR LEAVE TO REMAIN** |
| Are you an EU national resident in the UK for the main purpose of full-time education? | Yes [ ]  No [ ]   |
| If you are not a UK or EU Citizen but you are currently living in the UK do you have indefinite Leave to Remain status? When was it granted?When does it expire? | Yes [ ]  No [ ]   |

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| 1. **ACCOMMODATION**
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| Do you intend to apply for College accommodation?  | Yes [ ]  No [ ]   |
| Excluding yourself, will there be any adults accompanying you? |  |
| Please provide the sex and date of birth of any accompanying children. |  |
| Please provide details on your accommodation arrangements if you will be living outside of College accommodation. |  |

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| 1. **DETAILS OF CURRENT & PREVIOUS EDUCATION**
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| **Institution Attended** | **Start year** (dd/mm/yyyy) | **Year of completion/ expected completion** (dd/mm/yyyy) | **Qualification obtained or studying for** (e.g. GCSE, A level, BA) | **Main subject Result/ expected result** (grade, GPA, classification) |
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| 1. **DETAILS OF CURRENT & PREVIOUS EMPLOYMENT**
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| **Company/Organisation attended** | **Start** (mm/yyyy) | **End** (mm/yyyy) | **Position** |
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| 1. **OTHER EXPERIENCE**
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| 1. **PERSONAL STATEMENT** (1,000 words)
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| 1. **REFEREES**

References should be academic or professional. Family members, friends and neighbours may not act as referees. Please see the Guidance Notes for Referees for further information.* Ask your referee to send the reference directly to: admissions-ba@cambridgemuslimcollege.ac.uk quoting your full name.
* References can be provided on the Referee Form (following the Guidance Notes for Referees) or using institutional or professional letter-headed paper and must be sent to us from your referee’s official (institutional or organisational) email address. Alternatively, sealed references may be enclosed with this application. In this case, each reference must be in a sealed envelope.
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| **Name** | **Role** | **Institution**(Name/Address) | **Type of reference** (academic or professional) |
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| 1. **ENGLISH LANGUAGE PROFICIENCY**
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| Is English your first language? | Yes [ ]  No [ ]   |
| Have you completed, or are you completing, a full-time qualification equivalent to a UK degree entirely taught and assessed in English? | Yes [ ]  No [ ]   |
| Please provide the sex and date of birth of any accompanying children. |  |
| Please enter details of any relevant tests that you have taken and for which you have the results. English language tests should have been taken within two years of the start of your course. If you do not have test results at the time of applying, you can still submit your application without these scores and email them to: admissions-ba@cambridgemuslimcollege.ac.uk. |
| **Test type**(e.g. TOEFL, IELTS, etc.)Include TOEFL Registration number or IELTS Test Report Form number | **Date taken**  | **Overall result**  | **Constituent scores** (where given) |
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| 1. **OTHER LANGUAGES**

If you have a working knowledge of languages other than English (including your native language), please specify, and state whether the level of your competence in Reading, Writing, Speaking and Understanding is **Advanced**, **Intermediate** or **Basic.** |
| **Language** | **Reading** | **Writing** | **Speaking** | **Understanding** |
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| 1. **ARABIC LANGUAGE EXEMPTION**
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| Do you seek exemption from the prerequisite Arabic Intensive? **Please provide details of your study and qualifications.** | Yes [ ]  No [ ]   |
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| 1. **FUNDING ARRANGEMENTS**
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| Do you intend to apply for a College scholarship for fees?\* **Please provide details of how you will cover your fees.** | Yes [ ]  No [ ]   |
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*\*Please note, if accepted, applicants will need to submit a Finance Form and supporting documentation to demonstrate financial need.*

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| **12. DATA PROTECTION NOTICE AND DECLARATION** |
| By signing the Declaration, you confirm your acceptance of the statements which form the Declaration. If you do not sign this form, we cannot process your application. **DATA PROTECTION NOTICE**This notice sets out how personal data will be processed by the College. **Personal data** is information that relates to you. In the course of completing this application form, you have provided the College with information about yourself, which is known as personal data. **What will the College do with your data?** The College will collect, process, share and use personal data for the purposes of processing and assessing your application for study, for administration and (where applicable) for funding purposes. Your personal data may be used and shared with third parties, some of whom may be located outside the European Economic Area (e.g. where you have an educational background outside of the EEA). This sharing of your personal data will happen in the following circumstances: 1. Where it is necessary to verify your identity, qualifications, work experience, references and any submitted work.
2. Where you are eligible for a scholarship and the selection panel includes third party donors.

The College will normally only discuss the progress of your application with you, unless you have nominated a third party on your application form. If any information or statement provided on or to support this application form is not true, accurate, current and complete, or any supporting document is not entirely the applicant’s own original work, except where clearly stated otherwise, the College may process and use this fact as relevant personal data. Data relating to inaccurate or incomplete information may be used and shared with third parties, some of which may be located overseas, to the extent necessary for the purpose of verifying the information you have provided and preventing fraudulent or dishonest applications for study, funding and/or visas. If you become a matriculated student, any personal data collected by the College from this application will form part of your student record. **Special Category Data** This includes data relating to disability, religion, ethnicity, gender identity and criminal convictions. If you disclose information about a disability this will be passed to the appropriate administrators so that appropriate support and reasonable adjustments can be made where necessary. Special category data will not be available to those assessing your application. **Retention** If you receive an offer of study, all records and correspondence relating to your application and supporting materials will form part of your record and will be kept in the same way as all other student records. If you are unsuccessful, your application and supporting materials will be retained according to the College’s Data Retention policy.**Legal Basis of Processing** The legal basis for processing your information is that this processing is necessary for the College to fulfil its contractual responsibilities to you and to consider your application for admission. Where the College processes information about your health, this information will be processed because you have chosen to provide it to us and we therefore have your consent to proceed. If you are dissatisfied with the way the College has used your information you should raise these concerns with the College’s Data Protection Officer at: dataprotection@cambridgemuslimcollege.ac.uk. If you remain dissatisfied, you have the right to lodge a complaint with the Information Commissioner’s Office.**DECLARATION**I confirm that the information I have provided on this application form is (to the best of my knowledge) true, accurate, current and complete; and I agree to notify the College if any information contained on this application form should change, in order to keep it true, accurate, current and complete. I confirm that all supporting work submitted as part of this application is entirely my own original work, except where clearly stated otherwise, and does not include any plagiarised elements.PLEASE NOTE: As part of the admissions process the College may use a plagiarism detection system. This system screens any written work submitted as part of your application for plagiarism, paraphrasing and collusion. The College reserves the right to reject your applications if any information or statement, including references, provided on this application form is not true, accurate, current and complete, or any supporting document is not entirely your own original work. If you have been made an offer, then the College may withdraw or amend that offer. Please sign in the box below and print your name to accept this declaration:**Name:****Signature:****Date:** |

**Send completed applications to:**

BA Programme Application

Cambridge Muslim College, 14 St. Paul’s Road, Cambridge, CB1 2EZ

**DEADLINE: 5PM GMT, Friday, 1 March 2019**

If you have any questions about completing the application or about the programme in general, please contact the Admissions Officer at:

admissions-ba@cambridgemuslimcollege.ac.uk.
**APPENDIX 1**

Cambridge Muslim College seeks to achieve equity in the experience, progression and achievement of all our students. We collect personal data from applicants so that we can assess the impact of our policies and practices on people from different equality groups and put in place appropriate provision and support for all students.

The information you provide in this section will not form part of the selection process and will not be seen by anyone involved in assessing your application.

Your personal information will be treated in accordance with the Data Protection Act (2018) and the College’s Data Protection policy.

Please note that Section 3 must be completed for your application to be processed.

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| **SECTION 1: DISABILITY** \*Please select all that apply.  |
| [ ]  No known disability [ ]  A specific learning difficulty such as dyslexia, dyspraxia or ADHD [ ]  A social/communication impairment such as Asperger's syndrome/other autism spectrum conditions[ ]  A longstanding illness or health condition such as epilepsy, diabetes, Crohn's disease, or asthma [ ]  A long-term mental health condition, such as bipolar disorder, obsessive compulsive disorder, an eating disorder, depression, an anxiety disorder, or schizophrenia [ ]  A physical impairment or mobility issues, such as difficulty using arms or hands, or requiring use of a wheelchair, crutches or other mobility aids[ ]  Deaf or a serious hearing impairment[ ]  Blind or a serious visual impairment uncorrected by glasses[ ]  A disability, impairment or medical condition that is not listedIf not listed, please specify:If you have selected a disability above: [ ]  Do you have any additional support needs? [ ]  Require use of a wheelchair or other mobility aids [ ]  Require living accommodation with specialist equipment (e.g. hoists, height-adjustable beds, adapted bathroom facilities) or require step-free/level access or use of a lift[ ]  Require personal care assistance for daily living activities [ ]  Require use of a registered/licensed assistance animal for visual, hearing, mobility, or medical needs [ ]  Require use of communication aids (e.g. BSL interpreter, hearing support system) |
| **SECTION 2: CRIMINAL CONVICTIONS**  |
| Do you have any relevant unspent criminal convictions? Yes [ ]  No [ ]   |
| **SECTION 3: ETHNICITY & DIVERSITY** |
| **With which ethnic group do you most identify?** |
| [ ]  White  | [ ]  Gypsy or Traveller | [ ]  Black or Black British - Caribbean |
| [ ]  Black or Black British - African | [ ]  Other Black background | [ ]  Asian or Asian British - Indian |
| [ ]  Asian or Asian British – Pakistani | [ ]  Asian or Asian British - Bangladeshi | [ ]  Chinese |
| [ ]  Other Asian background | [ ]  Other Mixed background | [ ]  Arab |
| [ ]  Other Ethnic background | [ ]  Not known | [ ]  Prefer not to say |
| **What is your religion or belief?** |
| [ ]  No religion or belief | [ ]  Buddhist | [ ]  Christian |
| [ ]  Hindu | [ ]  Jewish | [ ]  Muslim |
| [ ]  Sikh | [ ]  Spiritual | [ ]  Any other religion or belief |
| [ ]  Prefer not to say |  |  |