



LONDON EDUCATION MANAGEMENT

44, BROADWAY STRAFORD, LONDON E15 1XH

Application form

www.londonem.co.uk
admin@londonem.co.uk

Please complete this form in **BLOCK** capitals.

Please select in an appropriate box		Please click on the field to enter values	
Personal details			
Title		Other (please Specify)	
First name(s)		Middle Name	
Surname			
Gender	Male	Female	Prefer not to say
Date of birth			
Place of Birth		Nationality	
Passport No.		Passport Expiry Date	
UK Entry Date		Visa Expiry Date	
UK National Insurance Number (if Applicable)			
For EU Students only: Have you lived in the UK for the last 5 years? Yes No			
Date of First Entry to live in the UK:			

Contact Details			
Current Address:		Overseas (Home) Address(If Applicable):	
Telephone		Mobile	
E-mail			

Emergency Contact Details (Please tell us who you would like us to contact in case of emergency)			
Title		Full Name	
Relation			
Address:	Mobile		
	E-mail		

Course(s) Applied For:	
Course	
Method of study	

Fee Payment:	
Please provide details of how you intend to pay your tuition fees. Applicants may be asked to supply details of their financial position and their provision for the payment of fees.	
Who will pay your tuition fees?	Self-Funded: Student Finance: Employer (please specify): _____ Other (please specify): _____

English Language Proficiency		
Is English your first language?	Yes	No
If your first language is not English please give details of the most recent English Proficiency course you have taken. If you require a Tier 4 Visa, please note that you must also be able to demonstrate English ability to the minimum level required by UKVI		
Qualification Name	Grade Achieved	Award Date

Education and Academic Qualifications

(What is the highest qualification you have achieved? E.g. Degree: HND A Levels)

College/University Name	Qualification Level	Qualification Title	Result	Year:

Employment History (If Any)

Employer	Job title & Brief Description of your Duties	Employment Period	
		From	To

Personal Statement

You are advised to complete this section as fully as possible. As a guide your personal statement should cover topics such as your reasons for applying to your desired programme(s), your previous educational and employment experiences, personal qualities, future goals and career aspirations.

Equal opportunities monitoring: (please select appropriate answer)

What is your Ethnicity

Please specify _____

What is your Religion / Belief

Please specify _____

Disabilities/Special Needs
To help us aid wherever possible state briefly if you have any special needs that the London Education Management should be aware of (Medical, physical, personal, religious, etc.) ?

How did you hear London Education Management?

Newspaper/Magazine		Relative/Friend		Website	
Leaflet		Partner/consultant		Social media	

Please specify (Partner/Consultant) _____

References

Please give the name and address of two referees who we may approach and the capacity in which they are known to you. The referees named must be people who can comment authoritatively on you as a person and must include your current or most recent employer, teacher or a person who knows you well.

Referee 1		Referee 2	
Name & Full Address:		Name & Full Address:	
Relationship (i.e. employer, teacher)		Relationship (i.e. employer, teacher)	
Telephone No.		Telephone No.	
Email:		Email:	

Declaration of Criminal Record

Do you have a criminal conviction which will be unspent at the time of your application to London Education Management?

Do you have a criminal conviction which will be unspent at the time of your application to London Education Management?

If Yes, please state the date and reference number: _____

If you are convicted of a relevant criminal offence after your application has been submitted, you must notify us.

Declaration of Disabilities/Special Needs

To help us aid wherever possible state briefly if you have any special needs that the London Education Management should be aware of? (Medical, physical, personal, religious, etc.) If you need regular medication, please write below the type and quantity of medication you take.

Checklist

Before submitting this application form, please ensure that all sections of the form have been completed.

Please send scanned copies of the following documents to admin@londonem.co.uk. (You will need to provide original documents for verification)

All academic documentation including transcripts, certificates, etc (translation if not in English)

- Personal Statement
- Two Reference Letters (Academic / Work (If applicable))
- Passport including photograph and personal detail pages
- Resume/Curriculum Vitae (CV)
- Recent proof of address such as: utility bill, bank statement etc (less than 3 months(If applicable))
- English qualification if applicable
- Passport size photographs (you need to provide 2 photos before your enrollment)

Please send this application form to admin@londonem.co.uk

Declaration

I confirm by submitting this application form that, to the best of my knowledge, the information in this form is correct. I understand and agree to abide by the conditions and regulations of London Education Management, which I accept as a condition of this application.

Applicant's signature:

Full name:

Date: