Aston University

Online application – Typical questions asked

This is not the actual application form. If you apply using this PDF, your application will not be considered. You must apply using the online application form available at http://www.aston.ac.uk/study/postgraduate/apply

Below is a list of the typical questions that an applicant is asked.

Please note that this is the typical list for a Postgraduate Taught programme, but some questions are not relevant for all types of applicants / programmes.

Your Personal Details

Title
First Name(s) (as stated on passport)
Family Name (as stated on passport)
Gender
Date of Birth (DD/MMM/YYYY)
Nationality.
Passport Number.
Country of Birth.
Country of Normal Residence.
Are you a **British Citizen** or **EU National**?
Do you require a VISA to study in the UK?
E-Mail Address. [This is the applicant's personal E-Mail address – the E-Mail address used to register an online application account with Aston University.]
Alternative Contact E-Mail Address. [If you are working for an Educational Agent, on behalf of an applicant, please insert your Educational Agent E-Mail address in this box.]

Your Home Address

Home Address
Postcode, for UK addresses only
Telephone No. (Please include international code)
Fax No. (Please include international code)

Are you applying via an Overseas Agent?

Are you applying through an Education Advisor or Agent?
Select Education Advisor or Agent.

Your Correspondence Address (if different to your home address)

Aston University

Address for correspondence.
Postcode, for UK addresses only
Telephone No. (Please include international code)
Fax No. (Please include international code)

Your Academic Qualifications, to a maximum of 14
[The most important qualification to include is the qualification you are currently studying, or if you have completed all qualifications, the highest qualification that you have achieved.]

Name of school, college, university or other institution.
Attended From (dd/mm/yyyy).
Attended To (or expected end date) (dd/mm/yyyy).
Subject.
Qualification Type.
Full Name/Description of Qualification Type.
Language of instruction.
Year award received (or expected).
Class of award or grade point average (leave blank if not yet achieved).
Mode of study.

Your Professional Qualifications (if relevant)

Name of awarding body/professional institution.
Qualification Type.
Full Name/Description of Qualification Type.
Year award received (or expected).

Your Work Experience, to a maximum of 7 (if relevant)

Employer.
Number of Employees.
Annual Turnover.
Company Website.
Describe the nature of the business in which you are currently employed, the scope of your current job, your overall responsibility and any international exposure. Please include examples of any responsibilities you have e.g. for people, for resources (including finance), for processes.
Describe any managerial/leadership experience you have. Please include details of any training, development or mentoring of colleagues.
Describe and comment on your career progression to date.
Industry Sector

Your English Language Proficiency

Aston University

Please select the English Language qualification you have gained (or are taking) or tell us that you are exempt.
Please tick if you will take this English Examination in the future?
Date taken / Date to be taken.
Total score.

Finance Information

(1) How do you intend to finance your studies (course tuition fees)? Please note your selection does not constitute an application for the funding
(2) How do you intend to finance your studies (course tuition fees)? Please note your selection does not constitute an application for the funding
Do you have guaranteed financial assistance from the above source(s)?

About You

Personal Statement [If you have uploaded a separate document with your personal statement, you can copy and paste the text here.]

Academic and Professional Reference (Two references)
[Please include the following details of your two referees. If you have already been given your reference letters, you can upload them with your application. If you have not yet been given your reference letters, you can tick the box on the form which enables us to email your referees on your behalf. Please ensure you have your referee's permission before including their email address and asking us to email your referee on your behalf.]

Name
Job Title
Address
Telephone
Fax
Email Address

If you are applying for a Research Programme, you will also be asked these additional questions about your Research Proposal:

Proposed Research Title
Have you studied at Aston University before?
Previous student number (If a student at Aston University before)
Have you identified a potential Academic Supervisor?
Name of potential Academic Supervisor (If Identified)
If you are applying to a School Advertisement please state the reference code. [This can be found on the School webpage which displays the advertisement.]

Aston University

Online application – Typical documents required

Below is a list of the typical documents that an applicant is asked for on our online application form.

Please note that this is the typical list for a Postgraduate Taught programme, but some documents are not relevant for all types of applicants / programmes.

If you are unable to provide the required documents at the point of application, you should forward these to the relevant Admissions Office (see the Online Guidance Notes http://www1.aston.ac.uk/study/postgraduate/apply/guidance/ for contact details).

Please ensure that you include on any correspondence to the University your application reference number, full name, date of birth and course name. You are advised that in some instances a decision on admission will not be made until all supporting documentation is received.

These documents must be uploaded before you can make an application to us:
Qualification transcripts and certificates, including English language translations where appropriate. If you have not yet completed your Degree, please upload transcripts/results from previous years of study.
RESEARCH STUDENTS ONLY: **Research Proposal** (or if applying for a specific Research advert, a one page summary sheet of the research work you have done that relates to the Research Project you are applying for). Research Proposals should be in sufficient detail to enable the relevant research group or supervisor to decide if your experience is appropriate and if your proposed topic is relevant to existing research themes at Aston. The outline should be a substantial document, typically 6 to 12 pages in length. Please check this with your proposed School of study before submission. You can find out more about this at http://www1.aston.ac.uk/study/postgraduate/apply/guidance/#proposals
These documents (where appropriate to you) are required for your application, so if you cannot provide them at the point of application, you must forward them to the relevant Admissions Office as soon as possible:
Reference letters, if you have already obtained them. Please note that you have the option of supplying contact details for referees in the Reference section of the online application form, whom we will contact on your behalf, so you do not need to upload references to continue with your application. If you already have reference letters available, these must be on headed paper and include the referee's contact details. For LHS Research applicants please check the relevant advert as it may be a requirement to submit references at time of application.

English language qualification (if required). Examples include IELTS, TOEFL, Pearson or non-UK High School English transcript. Please note that we will consider the English qualification you supply but cannot guarantee we will be able to accept all qualification types.
Passport (Overseas applicants only)
Sponsor letter, if appropriate/available. For more information regarding sponsorship letters see http://www1.aston.ac.uk/study/postgraduate/finance/sponsored-students
These documents are not required for your application, but will help us in assessing your application:
CV or work resume (optional, but if including should contain full details of the following: 1) Previous employment (dates of employment, name of employer, brief details of your main duties and responsibilities, salary per annum in £ sterling) 2) Details of any periods of unemployment (dates and reasons for unemployment) 3) Details of any voluntary or unpaid work undertaken)