

Application Guidelines for Programmes at Aston University

All applications must be made on the Aston Online system at: <http://www1.aston.ac.uk/study/postgraduate/apply/apply/> **before the 20th of August**. However, we recommend that applications are made in June or July to give enough time for the application process.

Applicants must enclose the following documentation in order to be made an offer of study. PLEASE NOTE that you will need to upload the documents listed below even if you have already been selected by one of our partner universities (eg. Lille, Rennes or Bamberg).

- Certified copies (not the originals) of your University degree/diploma along with transcripts of your 3 or 4 years at university, stating what subjects you studied and what grades you obtained each academic year. If you are on your final year at university please supply the transcripts of your previous years on the programme. Degree certificates and transcripts in French, German or Spanish are accepted at application stage but please note that you will need to provide official translations in English at the official enrolment session.
- 2 References. Applicants must provide two references or tick the reference contact box in the online application system so that referees can receive a reference request from Aston University. Please note that we do not contact referees directly from the Admissions Office. Members of your family cannot provide references. At least one of your referees should be from the institution where you studied your last university degree. If you have taken a higher degree or some other postgraduate course, one of your referees should be from that institution. If you are currently in permanent employment, one referee should relate to that employment. The references must be on either the Aston Reference form provided or signed on official letter-headed paper. References must reach our Admissions Office before the 31st of August.
- Copy (not the original) of your English language qualification eg IELTS, TOEFL or equivalent
- A Personal statement (250 – 300 words approx.) It should add any further information which you think is relevant to your application, e.g. personal suitability for research, career aspirations, possible future research interests, further description of relevant employment experience. Also include information about your leisure activities and interests. Taught Programme applicants: explain why you wish to join this programme and what benefits you expect to gain.
- Copies of any other additional documentation which may be used to help support your application
 - 1) Applicants who haven't submitted all the documentation above may receive conditional offers which can be made unconditional once all the required documentation is received. Applicants who receive conditional offers must send all the required documents before the 31st of August.

Offer Acceptance

Once an offer of study is made applicants will need to return the completed Acceptance form and copy of the required deposit payment receipt in order to reserve their place on the Programme.

Enrolment and Induction

Enrolment takes place at the end of September. Enrolment and Induction details will be sent to applicants who have firmly accepted their unconditional offers. Applicants who hold conditional offers will be sent the details as soon as their offer is made unconditional. Induction and Enrolment details will be sent in late August or early September.

Accommodation

Applicants will be able to apply for on-campus accommodation once they have firmly accepted their offer of study (conditional or unconditional offer). The Accommodation Office will only allocate spaces to students who have accepted unconditional offers.

Applications must be made online on the Accommodation page at: <http://www1.aston.ac.uk/study/accommodation/> by the set deadline (usually Friday of the first week in August).

Please note that on-campus accommodation is not guaranteed for programmes shorter than a full academic year. It is advisable that students who come to Aston for less than 12 months look for alternative accommodation in case they are not allocated a room on-campus.

Application Queries

For any queries regarding the application process please contact us at: lss_pgadmissions@aston.ac.uk