**Guidance**

Applying for the fee-paying study abroad programme involves three stages:

**1. Website:**

Before completing the application form, please ensure you have read the programme information on the [Fee-paying Incoming Study Abroad](https://www.durham.ac.uk/global-durham/global-opportunities/incoming-opportunities/fee-paying-incoming-study-abroad/) homepage. This page details all information regarding the study abroad programme.

**2. Application Process:**

To make an application, you will need to complete the application form (below) and submit additional materials. This includes:

**2a. Application form**

* **Personal Details**

Please complete sections 1-4, which includes the information required so that we can register your application.

* **Accommodation**

Accommodation is available for study abroad students. We cannot guarantee accommodation within a specific College. In section 5, you should indicate if you require accommodation for your time in Durham. Once this has been allocated, we will be in touch to confirm which College you have been allocated.

* **Module Choices**

In section 6 you must provide a list of modules you would like to take at Durham University. For a choice of modules please refer to the Module Handbooks that can be found here: [Programme Info](https://www.durham.ac.uk/global-durham/global-opportunities/incoming-opportunities/fee-paying-incoming-study-abroad/programme-info/). Your application cannot be processed without this part of the form completed.

**2b. Additional Materials**

* **Transcript of Records:**

Please attach the latest record of your results from your home university.

* **English Language Proficiency**

Durham University requires students who are non-native English speakers to provide proof of their English language ability. Either an IELTS Certificate(6.5 overall with no element below 6) or a TOEFL Certificate (Overall score of 92 with no component under 23) which must meet the direct entry requirements and have been taken within two years of the start of the academic programme. Students from universities that offer instruction through English medium do NOT have to complete this section.

* **Passport:**To process your application we require a copy of the personal details page of your passport which must be valid for the duration of your stay. Please include the copy with the application.

**3. Submission:**

The application form must be emailed with the additional materials attached to [incoming.exchange@durham.ac.uk](mailto:incoming.exchange@durham.ac.uk).

**Application Form**

**THIS FORM SHOULD BE TYPED AND THEN EMAILED DIRECTLY TO** [**incoming.exchange@durham.ac.uk**](mailto:incoming.exchange@durham.ac.uk)

Please complete all of the application form in full. We will not be able to process your application otherwise. Deadlines for applications

* 31st March 2024 for Study Period 1 (October - December / January) and for full-year (October - June) study abroad
* 31st October for Study Period 2 (January - June)

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| **Section 1. Personal Details** | |
| **Family Name:** | **Forename(s):** |
| **Gender (on passport):** Male  Female |  |
| **Date of Birth: DD/MM/YYYY:** | **Nationality**: |
| **Country of Residence:** | **Country of birth:** |
| **Your current address**: | **City:** |
| **Country:** | **Postcode/Zip**: |
| **Email Address (to send correspondence):** | |

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| **Section 2: Student Support Information** |
| Do you have any disability or special needs of which we should be aware? Yes  No |
| If yes, please provide details and indicate any special requirements you may have. You can continue on a separate sheet if necessary. It is important to provide this information so we can ensure you receive the support you require. |

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| **Section 3: Home University Details** |
| Current Diploma/Degree: |
| Home University |
| Grade Point Average (GPA): |
| Number of study years (university level) prior to departure: |

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| **Section 4: Period of Study** | |
| **Period 1 (Michaelmas Term)**  **Period 2 (Epiphany and Easter Term)**  **Full Academic Year** | October - December / January  January –June  October – June |

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| **Section 5: Accommodation** | |
| Would you like to be considered for accommodation in a residential college? (<http://www.dur.ac.uk/colleges/>) | **Yes**  **No** |

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| **Section 6: Module Choices** | | |
| **Module Code** | **Module Title** | **Number of credits** |
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| **Section 7: Transcript of Records** |
| When emailing this form, please attach the latest record of your results from your home university. |

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| **Section 8: English Language Proficiency** |
| Please provide a certificate of proficiency in English language (IELTS/TOEFL) if English is not your first language.   * Students from partner universities and universities that offer instruction through English medium do NOT have to provide formal evidence of English Language. Our office will be in touch with the sending university should confirmation be required. * NTNU (Norway) students may provide a statement signed by NTNU to confirm language proficiency |

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| **Section 9: Student signature** |
| *I confirm that I have completed this application form to the best of my knowledge and the information provided by me is correct on the date of the application. I will inform the Global Opportunities Team of any changes immediately.* |
| **By ticking this box, you are acknowledging that all information provided in this form is true and correct. Durham University also reserves the right to contact your home university to clarify any information.** |
| **I confirm that I am happy for the information contained in the application form to be forwarded onto Departments and Colleges within Durham University in order to process my application.** |
| **I confirm that I am happy for a copy of my official Transcript of Records to be sent via email to my home university (following my request to do so).** |

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| **Self checklist – to be included:** |
| Completed application form including:  Personal details  Accommodation request  The module choices which state the modules you wish to study at Durham.  Ticking the box to “sign” the form. |
| A copy of the personal details page of your passport. |
| A Statement of Language Proficiency. |
| Most recent transcript of records. |