

Serial No	Dept.....		
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Task Requested	YES		NO

Application for the MA Open Distance Learning Programme JAPAN

Complete this form using typescript or black ink suitable for photocopying and return to:

Birmingham MA ODL Programmes,
David English House
3F Polesta Building, 7 5 Nakamachi
Nak-ku, Hiroshima 730-0037
Japan

Contact: Ms Christine Watson Tel: (082) 244 2633 Fax: (082) 244 2651
Email: christine@DavidEnglishHouse.com

I wish to apply for the distance learning MA in: (tick one)	Proposed start date: (delete / complete as appropriate)
Applied Linguistics <input type="checkbox"/>	April / October 200...
Teaching English as a Second or Foreign Language <input type="checkbox"/>	

1. **Surname, principal or family name**
 Personal or forenames (in full) Title (eg Dr, Mr, Mrs, Ms, Miss)
 (Please note that this is the name under which your application will be processed and by which you will be formally addressed.)

2. **Personal details**

Sex: Male (M) Married Date of birth

Day	Month	Year

 Female (F) Single

Address for correspondence: Birmingham MA ODL Programmes, David English House 3F Polesta Building, 7 5 Nakamachi Nak-ku, Hiroshima 730-0037 Japan		Residential address Postcode / Zip code Country.....	
Tel (home):		Tel (work):	
Fax:		e-mail:	

Country of birth Nationality

Maiden name (if applicable)

How long have you been resident in Japan?

Please give details of any physical or other disabilities or medical conditions which might necessitate special arrangements or facilities.

3. **If your English language qualifications do not meet the University's matriculation standards** (see www.postgraduate.bham.ac.uk/international/english.htm) you will be required to pass an English language test to the satisfaction of the University (eg **IELTS band 6.5, TOEFL score 580/237**). Please indicate any English language qualifications which you have obtained or will take, together with dates.
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4. **Higher Education (Certified copies of transcripts and certificate should be attached; where appropriate, certified translations of these should be included)**

University or other Institution attended or being attended	Degrees, diplomas held	Class of degree/ diploma awarded *	Date of award	Subjects studied during course	Dates of attendance

* Details of degree classification should be included (eg GPA scores, upper/lower second class etc).

5. **Details of previous and present employment**

(Do not include temporary employment unless particularly relevant)

From	To	Employer	Nature of Employment

6. Referees

State the names and addresses of three referees, at least one of whom can attest to **your academic abilities**, and at least one of whom can attest to **your professional competence**. If you have had postgraduate experience it is desirable that one of the referees should have first hand knowledge of this part of your career. Applications cannot be considered until references are received. Complete section 1 of the reference sheet and forward a copy to each referee.

(1)..... (2)..... (3).....
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7. Application previous/current

- (a) How did you hear of our postgraduate course?
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- (b) Have you made a previous application to this university? If so, when, and for what course?
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8. Supplementary Information

Please give any other information which may be relevant overleaf, eg reasons for wishing to take the course applied for, relevant language competence, teaching experience, publications.

9. Interview (this may be conducted by telephone)

- (a) Are you available for interview? Yes No
- (b) If yes, please indicate any periods when you are *not* available
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Date Signature of applicant

N.B. The safety of enclosures is not guaranteed: any enclosures should be in photocopy form. Copies of degree certificates etc should be certified as true copies.