

Please read the attached 'Notes for applicants' and 'Programme additional information' before completing this form. Please complete form in BLOCK CAPITALS.

## PERSONAL DETAILS

Title (please tick ✓ appropriate box)  Mr  Mrs  Ms  Other (Please specify)

Surname  First Names

Gender  MALE  FEMALE  Date of Birth  Day  Month  Year  Nationality

Home address   
  
  
 Code

Address for correspondence (if different)   
  
  
 Code

Telephone no.  Telephone no.

Email  Email

GSA enrolment number  Member of GSA staff  YES  NO

Physical or other disability or medical condition which might necessitate special arrangements

Nature of disability (see note 1 and enter code)  Ethnic origin (see note 2 and enter code)

## RESIDENCY

UK since birth  YES  NO  Normally resident in UK (please give dates)

Normally resident overseas (Please state country)

## SELECTED PROGRAMME OF STUDY

Please tick (✓) which programme you wish to be considered for:

Proposed YEAR of Study-Session 20\_\_\_/20\_\_\_

\*Mode of Attendance Full Time  or Part Time

### Cross Discipline

\*Doctor of Philosophy  \*Master of Philosophy (Research)

MPhil in 2D/3D Motion Graphics  \*Masters in Creative Practices (MRes)

(Subject to validation)

### School of Fine Art

Masters in Fine Art (MFA)

### School of Design

Masters in Design Practice (Textiles as Fashion)

\*Masters in Art, Design and Architecture in Education  Masters ADAE course only

### Mackintosh School of Architecture

\*Diploma (Architecture)  (Please select specialisation)

MArch (Taught)  Urban Design and Creative Urban Practices  CAAD  Urban Building

Energy Studies  MArch (Research)

\*Programmes offered on both a full-time and part-time mode of attendance



## POST SCHOOL QUALIFICATIONS

Name of University/ College/other Institution	Dates attended	Qualifications obtained	Date awarded Class/division/grade of award

Scotvec No (if known)

## PROFESSIONAL AND OTHER RELEVANT QUALIFICATIONS

(Including date exempted from the RIBA, Part 1, Examination, if relevant)

Name of awarding body	Subject	Qualifications (dates examination/exemption)

## EMPLOYMENT AND EXPERIENCE

Give details of your present employment (if any) and of any previous employment, including names and addresses of employer(s), positions held, type of work undertaken and dates

Name of employer & company name	Position held	Period of Employment

## ENGLISH LANGUAGE PROFICIENCY

(see note 3)

Language of instruction on undergraduate course

If English is not your first language, give details of your English language qualifications including scores and attach copies of any relevant certificates.

IELTS/TOEFL SCORE

How do you intend to fund your studies (eg SAAS, AHRC, Self)

(Please name the source of your funding. If a grant/scholarship has already been awarded, please attach a copy of your award letter.)

### ACADEMIC REFERENCES

(see note 4)

Give the names, position and addresses of two people who have been involved in supervising your most recent academic work. If you have not been in education for a number of years please give the name of your current employer and one academic referee.

Name	<input type="text"/>	Name	<input type="text"/>
Position	<input type="text"/>	Position	<input type="text"/>
Home address	<input type="text"/>	Home address	<input type="text"/>
<input type="text"/>		<input type="text"/>	
<input type="text"/>	Postcode	<input type="text"/>	Postcode
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Please provide relevant details, covering how long and in what capacity you have known the referee.

<input type="text"/>	<input type="text"/>
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### ADDITIONAL INFORMATION

Give any other information which you wish to submit in support of your application. Include a list of your publications/exhibitions (if appropriate).

### INTRODUCTION DETAILS

What was the source of the information which led you to find out more about study at The Glasgow School of Art:

Prospectus	<input type="checkbox"/>	Other Course Directories	<input type="checkbox"/>	School/College teachers	<input type="checkbox"/>
GSA Open Day	<input type="checkbox"/>	Newspaper	<input type="checkbox"/>	World Wide Web	<input type="checkbox"/>
British Council	<input type="checkbox"/>	On Course Directory of Art & Design Course	<input type="checkbox"/>	Family or friends	<input type="checkbox"/>
Higher Education Careers Fair	<input type="text" value="where"/>				
Word of mouth	<input type="text" value="whom"/>	Other source	<input type="text" value="please indicate"/>		

### DECLARATION

TO BE COMPLETED BY THE APPLICANT

I certify the foregoing particulars are, to the best of my knowledge and belief, correct. I have enclosed the appropriate registration fee. (see note 8)

Signature  Date

Note: To enable your application to be considered, personal data provided on your application will be entered into the Schools' computer records. Some information is also required by the Higher Education Statistics Agency for use in statistical analysis. At all time use of this data will be strictly in accordance with the principles laid down by the UK Data Protection Act 1998.

**FOR SCHOOL USE ONLY**

TO BE COMPLETED BY HEAD OF DEPARTMENT/COURSE LEADER

**1**

Admission Recommended    YES     NO

**Cross Discipline**

Doctor of Philosophy     Masters in Philosophy (Research)

MPhil in 2D/3D Motion Graphics     Masters in Creative Practices (MRes)   
(Subject to validation)

**School of Fine Art**

Masters in Fine Art (MFA)

**School of Design**

Masters in Design Practice (Textiles as Fashion)

Masters in Art, Design and Architecture in Education     Masters ADAE course only

**Mackintosh School of Architecture**

Diploma (Architecture)     (Please select specialisation)

MArch (Taught)     Urban Design and Creative Urban Practices     CAAD     Urban Building

Energy Studies     MArch (Research)

Conditions

Completed review / assessment form submitted / attached

Advisor/Supervisor

Signature     Programme Leader/  
PhD Coordinator/  
Research Degrees  
Coordinator

**FOR OFFICE USE**

**2**

Fee     Enrolment Number

Date offer

CHECKLIST ✓    References (2)     English Score     Funding     Academic Certificates

Research Proposal     Supervisor Ref/CU     Portfolio

## POSTGRADUATE APPLICATION NOTES FOR APPLICANTS

(Please read these notes carefully before completing the Application Form)

**1**

In order for the School to provide the best available support, we need to know about the nature of your disability and how it might affect your studies. The information you provide will not affect judgements concerning your academic ability for a programme, and will be treated confidentially. This data will allow us to monitor the progress of equal opportunities for disabled students in higher education. The information contained in this application form is also available in different formats, on request.

If you have a disability, please enter in the box (add number) from the list below which is the most appropriate to you. If more than one applies, please use code 8.

01	Dyslexia	05	Personal care support
02	Blind/Partially sighted	06	Mental Health difficulties
03	Deaf/hearing impairment	07	Unseen disability (e.g. diabetes, epilepsy, asthma)
04	Wheelchair/mobility difficulties	08	Multiple disabilities
		09	Other (please give details)

**2**

Answers to this question will not be used for selection purposes. It will enable the School to monitor its performance to promote equal opportunities. Please choose the term that you feel most closely describes your ethnic origin.

11	White British	31	Asian or Asian British - Indian
12	White Irish	32	Asian or Asian British - Pakistani
13	White Scottish	33	Asian or Asian British - Bangladeshi
14	Irish Traveller	34	Chinese
19	Other white background	39	Other Asian Background
21	Black or Black British – Caribbean	41	Mixed – White and Black Caribbean
22	Black or Black British – African	42	Mixed – White and Black African
29	Other Black Background	43	Mixed – White and Asian
		49	Other Mixed Background
		80	Other Ethnic Background

**3**

If your first language is not English, applicants will be required to provide evidence of English language ability. Please contact the Registry for further information.

**4**

Show here the names and addresses of two people who are willing to provide academic references for you, such as your undergraduate tutor, director of studies, programme leader or current employer. Referees should complete the Referees' Report and attach a reference on headed paper, giving their opinion on your academic ability and suitability for postgraduate study/research.

## POSTGRADUATE APPLICATION NOTES FOR APPLICANTS

(Please read these notes carefully before completing the Application Form)

### **5** SUBMISSION ARRANGEMENTS PORTFOLIOS

A single portfolio of work can be submitted, where appropriate, in support of your application. In addition, original prints, photographs and/or any supporting materials may be submitted. Applicants wishing to submit material on video should do so in VHS format. All tapes should be accompanied by a play list, which gives detailed information on the title and date of work, playing time etc. Please note extracts of multiple works should not exceed 5 minutes.

#### **SLIDES (MAXIMUM OF 20 X 35MM)**

Each slide must bear your name and the title of the work and should be marked to show which way is top. Slides should be arranged in chronological order and must be numbered to correspond with a slide list. Please make sure that the slide container is also labelled with your name and address to ensure the safe return of your submission. **UNDER/OVER EXPOSED AND OUT OF FOCUS SLIDES SHOULD NOT BE INCLUDED.**

No correspondence will be entered into regarding the submission of your portfolio and therefore full responsibility will be placed on the individual to deliver his/her portfolio to the School on/before the submission date.

#### **SUBMISSION RETURN ARRANGEMENTS**

The return of your submission can be arranged by:

- Post**            A self-addressed label and stamps to the value of the cost of return must be arranged prior to submission. The cost will depend largely on the weight of your submission and will take approximately 7 days from posting. For slides and videos, please use a padded envelope.
- Courier**        A self-addressed label and an additional £15 return fee is charged for this overnight/next day delivery (UK, only) Portfolios can only be returned if the return fee of £15 (made payable to The Glasgow School of Art) is submitted in advance.
- In person**      Please telephone the Office to arrange a mutually convenient time.

**N.B.** A portfolio is not required for admission to the Masters in Art, Design and Architecture in Education.

### **6** FUNDING

An offer of a place on a programme does not constitute or guarantee any financial support in tuition fees or maintenance. The Glasgow School of Art will be asked to make a limited number of recommendations to the Student Awards Agency for Scotland, for eligible Scottish domiciled students (taught programmes) and to the Arts and Humanities Research Council for England and Wales. Successful applicants from Northern Ireland should apply directly to the Department of Education for Northern Ireland.

Please note that application forms for awards from the Student Awards Agency for Scotland will be sent only to those recommended by the School. Successful applicants should NOT approach the award making authority until directed to do so by The Glasgow School of Art.

## POSTGRADUATE APPLICATION NOTES FOR APPLICANTS

(Please read these notes carefully before completing the Application Form)

### 7 DISCLAIMER

While every endeavour will be made to ensure that the greatest of care is taken of all work submitted, The Glasgow School of Art cannot accept responsibility for any injury or loss thereto arising from defective arrangements, insufficient packing, from fire, from accident of any kind, from negligence or from any other cause whatsoever while under the control of the School or in transit.

The Glasgow School of Art does not insure works submitted for assessment and it is suggested that candidates may care to do so themselves.

### 8 REGISTRATION FEE

A non-refundable registration fee of £20 is payable for all programmes and courses. Please note that for all current internal GSA applicants, no registration fee is payable. If successful, all international applicants must return a deposit of £500 in order to secure a place. This fee will be deducted from the overall amount of tuition fee payable (at enrolment) and is non-refundable.

### 9 CLOSING DATES

Diploma (Architecture)	31 January 2006
MFA	1 March 2006
MPhil (Research) and PhD	*March 2006/September 2006
MPhil in 2D/3D Motion Graphics	26 May 2006
MArch	*May 2006
Masters in Art, Design and Architecture in Education	30 June 2006
MDes Practice (Textiles as Fashion)	31 July 2006
Masters in ADAE, individual (courses) only	*September 2006

\*Please check with Registry/website for details of closing dates.

### 10 CHECKLIST ✓ Applicants are required to submit:

- ✓ Documentary evidence of the award of degrees, diplomas and other relevant qualifications (certified photocopies are preferred)
- ✓ Relevant Referee's Reports
- ✓ Additional Information
- ✓ Registration Fee
- ✓ Evidence of English Language proficiency (If appropriate)
- ✓ Submission, Portfolio (If appropriate)
- ✓ Research Proposal (If appropriate)
- ✓ RIBA Exemption (If appropriate)

Completed forms, together with documentary evidence, registration fee and Referees Reports should be submitted to:

Julia Nouillan  
The Registry  
The Glasgow School of Art  
167 Renfrew Street  
GLASGOW  
G3 6RQ  
Tel: +44 (0)141 353 4517 Fax: +44 (0)141 353 4408 Email: j.nouillan@gsa.ac.uk

In accordance with the GSA's Policy on Equal Opportunities, all applicants/students will be treated equally, irrespective of their sex, marital status, race, ethnic origin, disability, religion, creed, sexual orientation, age or political view.

The framework of the Recruitment and Selection Policy incorporates specific provision to ensure overall compliance with the spirit, principles and legislative requirements of equal opportunity provision.

If you require this information in an alternative format, please do not hesitate to contact us.

## POSTGRADUATE REFEREE'S REPORT

### TO THE APPLICANT:

Please send or give a copy of this form to your referee. Once completed, please send the report with your completed application form. Please note that The Glasgow School of Art will not request references on your behalf from your referees and your application may not be processed until all references have been received.

### TO THE REFEREE:

Please attach a reference on your headed paper, please provide candid commentary covering details such as how long and in what capacity you have known the applicant; their suitability for the programme of study they have applied for; their character and personality and any health or personal matters which are relevant. Any information you give will be treated as strictly confidential. Please note that under the terms of the Data Protection Act, the applicant may apply to the School to view the contents of this report. We do not routinely acknowledge receipt of references, however, we would like to thank you for providing this reference: it will influence our decision on admission.

### APPLICANT DETAILS

Family name/Surname  Other Names

Programme to which the application is being made

Proposed area of study

### REFEREE DETAILS

Name  Post held

Institution

How long have you known the applicant?

### RATING OF APPLICANT

	Excellent	Very Good	Good	Fair	Poor
Intellectual capacity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Originality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to communicate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to work independently	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Co-operativeness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall assessment of candidate in terms of his/her ability to successfully pursue the postgraduate programme selected	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### TO BE COMPLETED BY THE REFEREE

Signature  Date