

Application procedure Coventry University Banaba students

1. Documents

The application consists of the following documents:

1. Application form fully completed and signed by the student (see below for instruction)
2. Personal statement (section 7 of the application form)
3. One academic reference on official headed paper and signed (ask your programme manager or one of your lecturers)
4. Copy of passport photo page or ID-card

Instruction to complete the application form

- Part 1 and 3 can be completed
- Part 2 has been completed yet
- Part 4:
 - use the correct course title of the master you want to follow
 - course stage/year: 2018-2019
 - Month/year of entry: fill in 'September 2018' or 'January 2019' depending on your start period
- Part 5a: mention your bachelor as well as your Banaba programme. For qualifications and results mention 'Pending'
- Part 5b: do not complete it if you have no official English language qualification (see below)
- Part 6: you can mention your internship and project company as well
- Part 7: write your personal statement on a separate page. Do not forget to mention your name
- Part 8-9: can be completed

Send all these documents (PDF-format only) to mario.dewolf@ucll.be **before 15 May**. I'll send them to the person in charge at Coventry University.

2. English language qualification

In case **you have** an official English language qualification (IELTS or TOEFL), send it together with the above mentioned documents.

In case **you haven't** any official English language qualification, record a movie in which you present yourself in English. You can use the personal statement (see application form) for that.

Upload this movie on YouTube or any other video channel and send the link to that movie together with the above mentioned documents.

3. Conditional and Unconditional offer

A while after Coventry University received your application, you will get a **conditional offer**. This means that you will be accepted on the condition that you passed **all subjects** of the Banaba programme **without tolerated fails**. With that conditional offer you will get access to the accommodation market.

As soon as you get your results in July, send a copy to the person in charge at Coventry University. Your conditional offer will be converted in a **unconditional offer**.

In case you respect the deadline of 15 May, your conditional offer will probably be ready before the start of the summer break. Applications handed in after 15 May will be accepted, but will probably be handled in September.

4. Tolerated fails

Students who graduate the Banaba programme with a tolerated fail - but would like to start the master - need to reject their diploma within the 24 hours after receiving their marks online.

5. Other remarks

- Hand-in application that are complete only. Do not send the documents separately
- Do not send the application documents to Coventry University directly. It might that your application will get lost