

Application instructions

Please follow these instructions if you are from a country which is not in the European Union and you wish to apply to a Foundation Course or a BA (Honours) degree course only at Central Saint Martins. Please complete all forms in block capitals.

If you wish to apply for BA (Honours) courses at more than one college you should apply via UCAS (the Universities and Colleges Admissions Service for the UK). For information about UCAS visit www.ucas.com or call +44 (0) 1242 22 77 88.

If you wish to apply for a postgraduate course, please obtain an application pack for the specific course to which you wish to apply. You can download postgraduate application forms from our web site, www.csm.linst.ac.uk, or request an application form by calling +44 (0)20 7514 7022.

Please ensure you have read the Detailed Course Information before completing your application. This is available at www.csm.linst.ac.uk or by calling Central Saint Martins' Information Office +44 (0)20 7514 7022.

Contents

This application pack contains:

- An international application form
- A portfolio submission form

Checklist

Please use this checklist to ensure that you have completed your application correctly. Failure to do so may delay your application. Please complete all forms in block capitals.

Your application must include the following items:

- A completed application form
- A letter of reference from your teacher or someone who knows your work
- Copies of certificates showing your most recent examination results
- An English language certificate if available

If you have an address in the UK you will be invited for interview. If you live outside the UK but would like to attend an interview, please:

- Attach a note to your application form, telling us that you would like to be interviewed.

If you are unable to attend an interview, you must also send:

- A portfolio of between 25 and 50 pieces of your art and design work (clearly numbered with your name and the name of the course you applying to written on each piece of work)
- A completed portfolio submission form
- An International Reply Coupon or a cheque in Sterling to pay for postage if you wish your portfolio to be returned to you*

*You can obtain an International Reply Coupon from your local post office. Alternatively, you can send a cheque made payable to 'The London Institute HEC'. The amount of money you send will depend on the weight of your parcel. Please check this at your local post office before you send it. For current postal rates visit <http://royalmail.com/international>.

Submission

Please send your completed application to: International Office, Central Saint Martins College of Art and Design, Southampton Row, London WC1B 4AP

We recommend that you send your application by recorded mail. Due to the large number of applications we receive we are unable to send confirmation that your application has been received.

Please note that although we treat all work with the greatest care and respect the college cannot accept any responsibility for loss or damage of any of the work you submit.

What happens next?

Applicants living in the UK

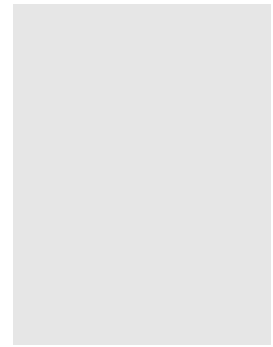
Provided you meet the entry requirements and your application is completed correctly, you will receive a letter giving a date and time for your interview. You must return a reply slip to confirm whether you can attend the interview. You will be asked to bring with you to interview a portfolio of your art and design work. For advice on what to include in your portfolio please read the detailed course information.

Applicants living outside the UK

If you are unable to attend an interview, a decision will be made based on the application and portfolio you have sent. You will be informed of the decision in writing.

We aim to contact all applicants within one month of receipt of their application.

THE LONDON
INSTITUTE CENTRAL SAINT MARTINS
COLLEGE OF ART AND DESIGN CAMBERWELL
COLLEGE OF ARTS CHELSEA COLLEGE OF
ART AND DESIGN LONDON COLLEGE OF FASHION
LONDON COLLEGE OF PRINTING



65 Davies Street, London W1K 5DA
 Telephone +44 20 7514 6000
 Fax +44 20 7514 6212

Please attach a recent photograph

MALE FEMALE

Please complete in block capitals

Family name

Mr	Mrs	Miss	Ms
----	-----	------	----

Forenames _____

Date of birth

Date	Mnth	Year
------	------	------

 Age

--

Nationality _____

Date of entry to the UK _____ Country of permanent residence _____

Course applied for _____

College _____

Starting date of course

--	--	--

Permanent home address _____

Town _____ Country _____

Telephone _____ Fax _____

E-mail _____ Mobile Phone _____

If you prefer correspondence to be sent elsewhere, please give that address here _____

Town _____ Country _____

Telephone _____ Fax _____

E-mail _____ Mobile Phone _____

International Application for admission to a full time course

EDUCATION

Please complete in block capitals

Name and address of last schools or colleges attended with dates, contact name and telephone number

Postcode

Course

From To
Date of attendance

--	--	--	--	--	--

Contact

Telephone

Qualification

Postcode

Course

From To
Date of attendance

--	--	--	--	--	--

Contact

Telephone

Qualification

Please enclose copies of your academic transcripts

ENGLISH LANGUAGE

Level (tick box) Beginner Intermediate Fluent

School / College attended

Dates of attendance

Qualification (if applicable) or IELTS or equivalent score

Please enclose copies of your most recent English Language test score (IELTS/TOEFL etc)

DISABILITY

Applications from students with disabilities will be considered against the same academic criteria as applications from students without a disability.

To which of the following categories do you belong?

- | | |
|--|---|
| <input type="checkbox"/> No known disability | <input type="checkbox"/> Dyslexia |
| <input type="checkbox"/> Mental health issues | <input type="checkbox"/> Blind or Partially sighted |
| <input type="checkbox"/> Deaf or Hearing impairment | <input type="checkbox"/> Wheelchair user/mobility difficulties |
| <input type="checkbox"/> Personal care support | <input type="checkbox"/> Unseen disability, ie diabetes, epilepsy or asthma |
| <input type="checkbox"/> Multiple disabilities | <input type="checkbox"/> Multiple disabilities |
| <input type="checkbox"/> A disability not listed above | |

If you have ticked any of the categories above we will put you in touch with The London Institute disability co-ordinator to discuss your options.

If you are unsuccessful with your first choice application, do you wish to be considered for similar courses at other Colleges of the London Institute?

Yes No

Course

College

Course

College

I declare that the information presented on this form is accurate

Signed

Please complete in block capitals

Name

Date

Please return this form to:
Colin Kerrigan
International Office
Central Saint Martins
Southampton Row
London W1B 4AP
United Kingdom
Telephone +44 (0)20 7514 7027
Fax +44 (0)20 7514 6212
international-office@csm.linst.ac.uk

FOR OFFICE USE ONLY

Comments / Outcome

STUDENT REFERENCE NUMBER:

Personal details

Please ensure that you have read the detailed course information and application instructions before submitting your work. Portfolio requirements vary according to the course to which you are applying. Please use this form if you have been instructed to send a portfolio of your art and design work.

First name:

Surname:

Address:

Town/City:

Postcode:

Country:

Telephone number (home):

Telephone number (daytime):

Email:

Portfolio

I am enclosing a portfolio of art/design work.

Yes

Return postage

Please note that due to the large number of portfolios we receive it is not possible for us to return portfolios by international courier.

Please return the work to me when the application process is complete.

I have enclosed UK postage stamps / an International Reply Coupon / a cheque to cover postage.

[tick]

I do not wish to have my portfolio returned to me.

[tick]

My portfolio will be collected.

[tick]

If you would like to arrange for someone to collect your portfolio, please give their contact details below

Name:

Telephone number:

Email:

Signature

Signature of the applicant:

Date:

We treat all work submitted with the greatest care and respect. However, the College cannot accept any responsibility for loss or damage of any of the work you submit.

Office use only

Student ID number:

