# ACCESS TO HIGHER EDUCATION DIPLOMA APPLICATION FORM

**Thank you for your interest in the UCO Access to Higher Education Diploma (Osteopathic Sciences & Health Care). Please read the information guidance notes below prior to completing and submitting your application.**

**Notes for Guidance**What you need before applying:

* Your full contact details
* Your Qualification details
* Your referees’ details (full names and institutional/company email addresses)

What you may want to email along with your application

* A copy of your passport
* Transcripts
* Relevant professional qualifications
* Evidence of English language ability (i.e IELTs certificates)

1. Please complete the form in BLOCK CAPITALS or type, so that your information can be easily read.
2. Please complete all sections on the form. Completed application forms can be submitted to [accessapplication@uco.ac.uk](mailto:accessapplication@uco.ac.uk)
3. When completing the form please ensure that you provide your full name (surname/family name and forenames) as they appear in your official documents i.e. passport. This is important because you will be registered in this name and if you successfully complete your course it is this name which will be on your certificate. It will only be changed during your studies if it is changed officially, for example, through marriage. Where this is the case a legal document (marriage certificate, standing declaration etc) will be required to make any changes.
4. Please be sure to include all your academic qualifications in section 6.
5. If your supporting documents are not in English, we require officially translated versions as well as copies in the original language.
6. You should expect to hear from the admissions department up to two weeks after submitting your application and if shortlisted you will be invited to attend an Interview and Evaluation (I&E) Event.
7. If your application is successful all official academic certificates will need to be produced at registration in September. This includes GSCE and or High School or Secondary School qualifications.

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| **1. Application for Access** | | | | | |
| I am applying to study at the UCO to start in Autumn 20­­­  *(*← *click here to specify preferred year of entry)*  Access to Higher Education Diploma (Osteopathic Sciences & Health Care) | | | | | |
| **2. Personal details** | | | | | |
| Gender  (Male or Female) |  | | Date of Birth DD MM YY | |  |
| Title  (e.g. Mr/Ms/Mrs/Dr) |  | | Forename(s) | |  |
| Surname/Family name |  | | Preferred name | |  |
| Previous surname  (e.g. maiden name) |  | | First Language  See Q5 if not English | |  |
| Email address |  | | | | |
| Correspondence address |  | | Mobile | |  |
| Tel (daytime) | |  |
| Tel (evening) | |  |
| Nationality  (As in your passport) |  | | | | |
| **3. Criminal convictions, cautions, reprimands or warnings.** | | | | | |
| Do you have any? | YES  NO | | | | |
| **4. Special needs** | | | | | |
| Please give details of any special needs we should know about e.g. learning or physical disabilities.  You are welcome to talk to our Disability Adviser if you think you might need help. | | | | | |
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| **5. English language** | | | | | |
| Students educated outside the UK in countries where English is not the first language must provide, before they can be admitted to their chosen degree programme at the University, evidence that they have sufficient command of both spoken and written English, Acceptable evidence includes: GCSE/A-level English Language at grade C or above; an overall score of 6.5 in the British Council academic IELTS test etc. | | | | | |
| **English language test** | | **Grade achieved** | | **Date of test** | |
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| **6. Education history** | | | | |
| Please provide details of your education history. Include all education institutions that you have attended since the age of fifteen. For each school and college please provide details of:   * All academic qualifications for which you have accepted certification from an awarding organisation. This includes secondary or high school qualifications. * All qualifications for which you are currently studying or awaiting results. | | | | |
| **Name of institution / address** | **Dates attended** | **Name of exam/ qualification**  e.g. PhD, MSc, BSc, A level, GCSE, IB | **Subjects**  e.g Maths, Biology | **Grades** |
|  | From: |  |  |  |
| To: |
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| Please give details of any relevant vocational courses or further training. | | | | |
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| To: |
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| **7. Employment history** | | |
| Please give brief details. | | |
| **Company name / address** | **Dates** | **Job title and description of responsibilities** |
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| To: |
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| **8. Personal statement** |
| Please provide a statement to support your application to the UCO.  You may wish to address why you wish to study this Access course or why you want to become an osteopath, your experience of osteopathy and how your existing skills, knowledge or experience will help you as an osteopath. |
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| **9. Referees** | | | | |
| Please provide full details.  YOUR REFEREE WILL BE CONTACTED AS SOON AS WE OFFER YOU A PLACE AT THE UCO.  Preferably one Academic/Professional reference.  **Please note you have the right to request to view your written reference through the UCO.** | | | | |
|  | | **Academic/Professional reference** | | |
| Title (e.g. Mr/Mrs) | |  | | |
| Name | |  | | |
| Job title | |  | | |
| Address | |  | | |
| City | |  | | |
| Postcode | |  | | |
| Country (if not UK): | |  | | |
| Email | |  | | |
| Phone | |  | | |
| **10. How did you find out about the UCO Access course?** | | | | |
| Please indicate your main source of information  Career exhibition (if so which one)  Internet search  Local careers service  Public library  Registered osteopath  School/college  UCAS  Any other (please give details) | | | | |
| **11. Declaration** | | | | |
| I confirm that the information given here is, to the best of my knowledge, complete and accurate and I agree to allow the UCO’s processing the personal data contained herein and any other information obtained from me, or other people or organisations, for any purpose connected with my studies or my Health & Safety whilst on UCO premises. | | | | |
| **Sign / Type name** |  | | **Date** |  |