

Application for
MA in Management by Distance Learning

BS		
-----------	--	--

(For Office Use Only)

AY	/	
-----------	---	--

SD	/	/	
-----------	---	---	--

Distance Learning Programmes (Admissions)

Durham Business School, Mill Hill Lane

Durham City, DH1 3LB, UK

Tel: +44 (0)191 334 5120

Fax: +44 (0)191 334 5119

E-mail: madl.enq@durham.ac.uk

Please complete this form using typescript or black ink. Ensure all hand-written entries (bar Email address) are in **BLOCK CAPITALS**.

1. Personal Details

Title (e.g. Mr, Mrs, etc.)	<input type="text"/>	Initials	<input type="text"/>	Surname	<input type="text"/>
Date of Birth (dd/mm/yy)	<input type="text"/>	Forename(s)	<input type="text"/>		
Gender (M/F)	<input type="text"/>	Nationality	<input type="text"/>		
Home Address (tick to use as correspondence)	<input type="checkbox"/>	Business Address (tick to use as correspondence)	<input type="checkbox"/>		
<input type="text"/>		<input type="text"/>			
Telephone	<input type="text"/>		Telephone	<input type="text"/>	
Fax	<input type="text"/>		Fax	<input type="text"/>	
Email	<input type="text"/>		Email	<input type="text"/>	
Emergency Contact					
Name	<input type="text"/>		Telephone	<input type="text"/>	
Address	<input type="text"/>				

2.

Education/Qualifications

Please indicate below your attainments, both academic and professional, completing the tables as fully as possible.

Undergraduate

University/Polytechnic/College	Date of Attendance		Subject(s)	Award/Qualification(s)	Date of Award	Class of Award
	From	To				

Postgraduate

University/Polytechnic/College	Date of Attendance		Subject(s)	Award/Qualification(s)	Date of Award
	From	To			

Professional

Awarding Body	Award/Qualification(s)	Date of Award

Language Skills

First Language Second Language

If English is not your first language tick one or more of the boxes below if its usage has been required during: -

Post 18 Education – Language of instruction Employment Supporting documentation should be included with your form to confirm this.

If you have an English qualification please give details below together with date attained and level/score.

TOEFL (Inc. of Test of Written English) or IELTS score

GMAT Details

Have you taken the Graduate Management Admission Test (GMAT)? Yes No

If Yes, please state your total score and date of test (enclose a copy of your score report). Date Score

If No, do you intend to take the test? Yes No

If Yes, please state where and when

3.**Employment**

Please complete the table below, detailing all post-degree level employment, continuing onto a separate sheet if necessary. CV's will not be accepted.

Current Post

Job Title

Date From	Date To	Organisation	Nature of work	Salary

Please indicate from the options below the category most relevant to your present position. Tick one box only.

Education
 Engineering
 Finance
 Government
 Health
 Industry
 IT/Communications
 Logistics
 Media/Marketing
 Other

Previous Employment

Date From	Date To	Organisation	Position	Nature of work	Salary

4.**Finance**

Please indicate below, by ticking one of the boxes, your source of funding for the MA.

Self
 Employer
 Loan/Funding Organisation

If you have ticked Employer or Loan/Funding Organisation above, give their name below.

5.**Personal Statement**

Please state your principal reasons for applying to study the programme, career intentions and any other information you feel necessary to support your application. Continue on a separate sheet if needed.

I enclose completed reference forms from two referees

6.**Declaration**

I hereby promise to conform to the discipline of the University and to all Statutes, Regulations and Rules in force for the time being in so far as they concern me. I certify that, to the best of my knowledge, the information on this form is correct and complete.

DATA PROTECTION ACT

I give my consent for my personal data to be processed within the terms of the Data Protection Act.

Signature

Date (dd/mm/yy)

University Use Only

To be completed by the Programme Director of the MA by Distance Learning

Recommendation from Business School to Faculty of Social Sciences**Degree – MA in Management (Distance Learning)**

I certify that

I have seen documentary evidence of all relevant qualifications

I have received two completed reference forms in respect of this applicant

I have received evidence of this applicant's proficiency in English (where applicable)

I support the above application and am willing to act as Programme Director

Conditions (if any)

I recommend that this candidate be accepted for

Masters in Management (Distance Learning)

Signature of/for Programme Director

Date

Endorsed by/for the Chairman/Chairwoman of the Board of Studies in Business Management

Signature

Date

Approved by the Dean/Deputy Dean of the Faculty of Social Sciences

Signature

Date