

Please attach a recent passport sized photograph of yourself



THE PRINCE'S SCHOOL
OF TRADITIONAL ARTS

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Application form for entry in 2014

Please read Notes for Applicants carefully before completing this form

Details of Courses

Please tick the course for which you are applying

M.A. by course

P.E.D.

Exchange programme

Applicant's Details

Please write in block capitals using black ink

Title (Mr/Mrs/Ms etc) _____

Surname _____

First name(s) _____

Date of Birth (day/month/year) ____/____/____

Age on 1 September 2014 _____

Place of Birth _____

Nationality _____

Maritus Status _____

Number of Dependents _____

Ages of Dependents _____

Have you been permanently resident in the UK or elsewhere in the EU for the past three years for reasons other than education?

Yes

No

In order to qualify for UK/EU fees an applicant will be asked for the formal documentary proof that they have been resident in the UK/EU for a minimum of three years.

How did you hear about the courses at P.S.T.A.?

Please specify _____

Advertisement
 Friend

Article
 Open day

Careers Office
 Directory

Permanent home address (in full)

Telephone _____

Include international dialling code and time difference (+/- GMT)

Email address _____

Facsimile _____

Include international dialling code and time difference (+/- GMT)

Address for correspondence (*if different from above*)

Telephone _____

Include international dialling code and time difference (+/- GMT)

Email address _____

Facsimile _____

Include international dialling code and time difference (+/- GMT)

Education

Please list all educational establishments attended during secondary and higher education in chronological order including where (if appropriate) you are currently studying. Also give details of the awarding body, e.g. LEA, sponsor, of any grants received. Please also give details in chronological order, of academic and professional qualifications. Include details of any qualifications, for which you are currently studying, indicating that the results are not yet known. Continue on a separate sheet if necessary.

Dates	Name and address of establishment	Grant details (if applicable)

Date of exam	Qualification	Subject	Grade awarded

English Proficiency

Is English your first language?

Yes No

If NO, how would you describe your English?

Fluent Adequate Passable

What other languages do you speak fluently? _____

All courses at P.S.T.A. are in English. Applicants for whom English is not a first language are required to have reach an overall mark of 6.5 and B2 level equivalent of 5.5 on all 4 compoments of the IELTS test.

Have you applied to any other educational establishment?

Yes No

If yes, please give details of the establishments and courses for which you are applying:

Employment

Please give details of previous employment in chronological order

Dates	Employment (name and address)	Position held and nature of work

Further information

Please give details of any relevant experience or interests.

Fees and Maintenance

Where will you seek funding for your studies (e.g. Local Authority, sponsor, bursary, other)? Please give details.

Applicants proposing to apply for a bursary will be expected to provide formal documentary evidence of their attempt to find financial support elsewhere first.

Would you be able to finance the course in the absence of the above funding?

Yes No

Please give details.

Disability and Learning Differences

The College is committed to supporting students with disabilities and learning difficulties. In order to support you and your studies here it is important for us to be aware of any learning differences or disability that may apply to you. Please circle the option that is most relevant to you:

No known disability

Two or more impairments and/or disabling medical conditions.

A specific learning difficulty such as dyslexia, dyspraxia or AD(H)D.

A social/communication impairment such as Asperger's syndrome/other autistic spectrum disorder.

A long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy.

A mental health condition, such as depression, schizophrenia or anxiety disorder.

A physical impairment or mobility issues, such as difficulty using arms or using a wheelchair or crutches.

Deaf or a serious hearing impairment.

Blind or a serious visual impairment uncorrected by glasses.

A disability, impairment or medical condition that is not listed above.

So that we may assist your learning experience if you have a learning difference or disability, please email any relevant details in confidence to ririko.suzuki@psta.org.uk. If you would prefer to discuss your situation confidentially with a member of staff, please contact the Registrar on +44 (0)20 7613 8541. Disclosure of this information will not jeopardise your application.

Were you in receipt of a Disabled Students Allowance for your undergraduate studies? Yes/No

Criminal Convictions

To help the College reduce the risk of harm or injury to our students and staff, we must know about any criminal convictions that an applicant has. If you answer "Yes" to question and you are later offered a place, we will write to you to request further details.

Do you have any criminal convictions? Yes/No.

Applicant's Statement

Please give your reasons for wishing to attend the course. In particular you should explain why you have decided to apply to P.S.T.A. and what you hope to gain from your time here; suggest how your participation might enrich the experience of your fellow students, and outline your plans after the course. Please give any other information you feel to be relevant to your application.

Please complete this section in your own handwriting continuing on a separate sheet if necessary.

Declaration

I confirm that, to the best of my knowledge and belief, the information given on this form is true and complete, and understand that this is a condition of any offer of a place.

Signature _____

Date _____

Applicants are considered from 3 March 2014 onwards. As places on the courses are limited, you are advised that completed application forms, portfolios, and references should arrive at P.S.T.A. as soon as possible, addressed to:

The Registrar, The Prince's School of Traditional Art, 19-22 Charlotte Road, London EC2A 3SG

FOR OFFICE USE ONLY

Interview: Y/N Interview date: / / Interview confirmed Y/N

Interviewed by

Result: A/R/RL

Applicant informed date: / /



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CONFIDENTIAL STATEMENT BY REFEREE

To be completed by the applicant

Your name (in full) _____
Course for which you are applying _____

This form should now be forwarded to your referee.
When it has been completed your referee should send it directly to the institute to arrive by 3 March 2014.

To be completed by the referee

Name _____
Position _____
Name of establishment _____
Address _____

Postcode _____
Daytime telephone _____

Connection with applicant?
How long have you known the applicant?

Note to referee

Please provide an academic reference commencing in particular on the candidate's qualifications, ability, motivation and character. If you need information about the applicant's intended course please contact the Registrar on 020 7613 8500.

This reference should be sent to the school by 3 March 2014 addressed to:
The Registrar, The Prince's School of Traditional Art, 19-22 Charlotte Road, London EC2A 3SG.

Confidential Statement by Referee

Signature _____ Date _____



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Notes for Applicants for P.S.T.A. Courses

Please read the following notes carefully before completing the application form

Applicant form

Fill in the form, making sure that you complete each section fully. Incomplete forms will be returned. Send the completed form to the **Registrar, The Prince's School of Traditional Art, 19-22 Charlotte Road, London EC2A 3SG** to arrive by **3 March 2014**. As places on the courses are limited, early applications are strongly encouraged. If you have used additional sheets, please make sure that they are clearly marked with your name and intended course and that they are securely attached to the application form. Forward the Confidential Statement by Referee form to your referee(s) as soon as possible. Be sure to fill in your name and the title of your intended course before you forward it. Your referee should return the form directly to P.S.T.A. by 3 March.

Fees and Maintenance

Fees: P.S.T.A. Courses - £6,500 p.a. for UK and EU students
£10,000 p.a. for overseas students

An application fee of £30 (UK/EU) or £50 (overseas) must be submitted with the application form. If accepted a non refundable deposit of 20% of the first year fees must be paid by 8 July 2013. The remaining fees are expected to be paid by the beginning of each academic year which is non refundable except in exceptional circumstances at the discretion of the School. No award can be made until all fees are paid. Cheques should be made out to 'The Prince's School of Traditional Arts'. Maintenance: living expenses – Allow for an estimated expenditure of £8,000 - £10,000 per academic year. This will vary according to the cost of rent and travel.

Choosing a Referee

Since your referee is requested to provide an academic reference, you are advised to choose someone who is familiar with your work and who understands the demands of the course that you are planning to undertake. They should be able to comment in detail on your qualifications, ability, motivation and character, so it may be helpful to choose someone who has known you for some time. Candidates with a UK undergraduate degree or recognised equivalent will have to provide a copy of their certificate and transcript as evidence. Candidates with no undergraduate will need to provide two references which should comment specifically on the role that the student has undertaken e.g. job title, dates of employment, nature of the work, providing evidence of specific experience relevant to the course and a detailed CV which demonstrates your suitability to study the course e.g. specific employment dates, job titles, descriptions of tasks undertaken in employment etc.

Entrance Requirements and Portfolios

P.S.T.A. Courses: Applicants are required to submit original artwork as part of their application as well as a statement outlining an individual course of study. The application portfolio should present a study of the traditional art form that the candidate wishes to be assessed by and should include relevant visual work e.g. drawings, paintings and, if appropriate, 3-D forms. Candidates requiring more specific advice should contact the Registrar.

Portfolios should be sent by registered post or delivered (by prior arrangement with the Registrar) directly to The Prince's School of Traditional Art, 19-22 Charlotte Road, London EC2A 3SG (tel no. 020 7613 8541) to arrive by 3 March 2014. They should be clearly labelled with the applicant's name and intended course and be accompanied by a list detailing the contents of the portfolio. If not intending to collect portfolios personally, applicants should also enclose a cheque to cover the full cost of the return carriage and insurance.

Attendance

Attendance at all lectures, seminars, course tutorials, studio sessions and other appointments is mandatory. Attendance is an assessable part of each course.

English Language Requirements

All courses are in English. All offers of places are conditional until an applicant has officially satisfied the specific English language requirements of the course. Official test certificates should reach P.S.T.A. no later than 6 weeks before the start of an applicant's intended course. Failure to meet the deadline may mean that the place is offered to another candidate. The requirements are as follows:

A minimum of an overall band of 6.5 on the IELTS test will be required from all candidates whose first language is not English reaching at least 5.5 on all 4 components.
