



Please return this form via email to [admissions@ucp.ac.uk](mailto:admissions@ucp.ac.uk) or by post or in person to  
**University Centre Peterborough, Park Crescent Campus, Peterborough, PE1 4DZ**

Please also provide all supporting documents, relevant educational certificates and references

If you need support completing this application form, please email [admissions@ucp.ac.uk](mailto:admissions@ucp.ac.uk) or call 01733 838225

## 1: PERSONAL DETAILS

Title:	Email:
Surname:	Mobile number:
Name:	Country of Birth:
Known/Preferred Name:	Nationality:
Date of Birth:	Ethnic Group:
Home Address:	Student Home status:
Postcode:	Criminal Conviction:
Disability:	
Primary Disability:	
Additional Needs:	

UCP is only licensed to accept 'Home Students' and are unable to accept students classed as 'international students'. If you are unsure of your status you are welcome to contact us prior to application.

UCP may contact you to gain further information or require you to complete additional forms or provide contextual information. Please review our Admissions Policy for further information  
<https://www.ucp.ac.uk/app/uploads/sites/4/2024/04/UCP-REC001-HE-Recruitment-and-Admissions-Policy-v4.pdf>

## 2: Course Details:

This application form is for MA in Creative Writing.

Intake:

Mode of Study:

### **3: EDUCATION AND QUALIFICATIONS**

Most recent School/College/

University Name :

Start date at that provider:

End date at that provider:

All Relevant Qualifications: This must include Qualification type, subject, grade and date achieved. Please ensure to include your highest held qualification in English , Maths and your any held Degrees.

## **5: PERSONAL STATEMENT**

Please use a minimum of 250 words in English detailing your reasons for applying, explaining your choice of course at UCP, what you hope to do in your future career and how the course is relevant to your plans. You may prefer to attach a separate statement. Please identify any published work here as well. As part of the application and interview stage we will ask for a portfolio of work.

## 6: REFERENCES

Please give the names and contact details of someone who can comment on your suitability for this course, which could include a teacher, an academic tutor, current employer, publisher, or someone you have worked with in the creative industry (not a friend or family member). They should have known you for at least the last two years.

These must be provided on their organisation's headed paper and dated within the last month and emailed directly from your referee to [admissions@ucp.ac.uk](mailto:admissions@ucp.ac.uk). The reference should be completed by the referee, not the applicant, and be signed and dated by the referee and should comment on the following.

1. Academic Skills	5. Motivation
2. Communication Skills	6. Reliability
3. Confidence	7. Career Aspirations
4. Health and Attendance	8. Other attributes

Reference 1      *Reference is attached*

Name

Organisation

Job Title

Phone

Email

Relationship

## 7: DECLARATION

I confirm that the information I have given on this form is correct and complete and that I have completed the form myself. I accept that UCP will cancel my application if it is found that I have provided false or inaccurate information.

I consent to the use of this data in accordance with the privacy notice below.

I have read the UCP Terms and Conditions found at <https://ucp.ac.uk/supporting-you/ucp-policies/> I understand them, and I agree to abide by them.

I grant permission to UCP to verify my qualifications with the relevant exam board and/or institution and/or ECCTIS UK, if necessary. ECCTIS UK provides services in international education in the recognition of international qualifications.

I grant permission for UCP to contact any referees nominated by me during the application process to request or verify a reference.

If I am an international student, by submitting this form I am agreeing to allow UCP to contact UK visa and immigration departments about my immigration status, if required.

By submitting my information on this form, I consent to the processing of my data by UCP for handling my enquiry and application to study at UCP.

### Privacy Notice:

University Centre Peterborough (UCP) is part of the Inspire Education Group (IEG). IEG is considered the data controller, whilst UCP acts as data processor, therefore abiding by IEG's data protection policies. UCP complies with the provisions of the General Data Protection Regulation Data Protection Act, 2018. As such, applicants' and student data are treated as confidential by all staff involved in this process and is not divulged unnecessarily or inappropriately. However, the Act requires UCP to release certain information to UK authorities upon request to assist those authorities with the prevention and detection of fraud or other crimes. We will release the requested information on receipt of an appropriate request from UK authorities such as (but not limited to) the police, Home Office (for immigration and related matters), local authorities, awarding bodies, relevant professional registration bodies and the Department for Work and Pensions. We may use anonymised data collected as part of an individual's application and enrolment for the purpose of fulfilling statistical and reporting requirements.

The information you provide will be used by the University to give you accurate pre-application advice, for the assessment of your application, to invite you to take part in on campus or online events, and for the consideration of appeals and complaints.

If your application is rejected, you wish to withdraw your application or you later choose not to attend UCP, we will keep your information for a one-year period in line with our Data Retention schedule before having this destroyed.

Please see our Privacy Policy to understand more about our legitimate interests in using your data for this purpose [www.ucp.ac.uk/privacy-and-cookies](http://www.ucp.ac.uk/privacy-and-cookies)

### Applicants Signature:

### Date: