



Application Form Form No. DLL-ECDIS

Application Number	
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Title	Family Name	First Name/s	
Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/>			
Other <input type="checkbox"/> Please specify: <input type="text"/>			
Gender	Date of Birth (DD/MM/YYYY)	Passport Number	Expiry Date

Immigration/Visa Status Please include details of any restrictions to period of study: (Please attach copy of documents)	
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Nationality			
Country of permanent residence		Nationality	
Place of birth		Country of Birth	

Address for correspondence (local contact address)		Permanent home address	
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Telephone No.	
Email address	

How would you describe your English level?	Elementary (A1/A2) <input type="checkbox"/> Intermediate (B1/B2) <input type="checkbox"/> Advanced (C1/C2) <input type="checkbox"/>
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Any additional information (for example: Why I want to improve my English; limits on when I can attend classes.)	
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Period of study:	Autumn Term <input type="checkbox"/>	Spring Term <input type="checkbox"/>	Summer Term <input type="checkbox"/>	Date:	From	To
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Do you have a disability?	Please give details:
Yes <input type="checkbox"/> No <input type="checkbox"/>	

Your Partner or Close Relative's details			
Name		Student <input type="checkbox"/>	Staff <input type="checkbox"/>
Department		Course	
Registration Number		Telephone Number	
University email address		@essex.ac.uk	

By signing this form you are confirming that all information provided is complete and accurate at the time of application. Any inaccurate or false information could result in your application being rejected.

Signed by Applicant:

Date:

Send this completed form to:

Department of Language and Linguistics - ECDIS
University of Essex
Wivenhoe Park
Colchester CO4 3SQ
United Kingdom

T +44 (0)1206 872083
E ecdis@essex.ac.uk

Privacy notice:

The information you supply in this form is used to assess your application and to register you as a University of Essex student. If your application is successful, this information will be used to create your student record. We do not generally transfer your data outside of the UK. Data is retained primarily within our own student record and student file systems, but may be held elsewhere on our network, including within the email system and in our secure electronic file. Individual student files will be retained for the length of your study plus three years. The basic record of your study will be kept permanently. Information is only disclosed within the University to members of staff who need it to carry out their duties.

The law gives you a right to:

- ask us to provide you with copies of information we hold about you
- have your data be corrected if it is inaccurate, out of date or incomplete
- have your personal data deleted, in some circumstances
- withdraw any consent you have given us to use your data
- lodge a complaint with the Office of the Information Commissioner

If you have questions about your rights, please contact the Data Protection Officer at dpo@essex.ac.uk.

To view the University's main student privacy notice, you can visit:

https://www1.essex.ac.uk/records_management/policies/students.aspx