**Baptist Stories: Short Course Module Application Form 2023-24**

Please complete this form in BLOCK CAPITALS

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| **PERSONAL DETAILS** | |
| Title (Mr/Miss/Mrs/Ms) |  |
| First name/s |  |
| Preferred First name |  |
| Surname |  |
| Previous Surname (if applicable) |  |
| Gender |  |
| Date of birth |  |

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| **CONTACT DETAILS** | |
| Permanent address (including postcode) |  |
| Email address |  |
| Alternative email address |  |
| Primary telephone number |  |
| Alternative telephone number |  |

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| **Educational Qualifications** |

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| Please list all university qualifications  (indicate institution, date, subject and mark) |  |

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| **English Language** | |
| Is English your first language? |  |
| If English is NOT your first language can you answer the questions below? |  |
| Have you completed, or are you completing, a full-time degree-level course entirely taught and assessed in English? |  |
| Have you completed a course under a United Kingdom Tier 4 child visa? |  |
| Have you taken IELTS, TOEFL or Cambridge Certificate tests? If so please give further information | Date:  Course Type:  Overall result:  Constituent scores (where given): |

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| **Additional Information** | |
| What is your current occupation? |  |
| What are your future career plans? |  |
| How did you hear about the course? |  |

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| **REGISTERING FOR CREDIT / CATS POINTS (required)** |

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| I DO NOT wish to register for credit. (Please note that our language courses are non credit-bearing so do not attract CATS points.) | □ |
| I wish to register for credit and have added the £10 fee per course to my payment. | □ |

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| **REFEREE** |

Please give the names of one referee who are able to speak from recent experience of your academic abilities and suitability to study. Please remember a referee cannot be a family member.

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| Name of referee |  |
| Relationship to you |  |
| Their email address |  |
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*Please note that we will be contacting your referee for their reference immediately.*

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| **PERSONAL STATEMENT** |

All candidates are required to submit the following:

A statement of no more than 500 words detailing your reasons for applying for this course. You may want to include any relevant knowledge of Baptist or church history/theology.

If you have any queries about this please contact Andy Goodliff to discuss this.

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| **SELECTION** |

If you are selected for a place, we will contact you via email to inform you of this.

Please note once you have been accepted on a course, in order to confirm your place, you will make payment for the course one week before the course starts. Details about this will be sent separately once an offer is made.

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| **INFORMATION ABOUT FUTURE PROGRAMMES** |

The Undergraduate Certificate in Theological Studies, Undergraduate Diploma in Theological Studies, and Bachelor of Theology are offered through the University’s Department for Continuing Education and are available at Regent’s Park College and other Permanent Private Halls of the University.

Periodically the Department may send you information about its future programmes, about other activities related to its programmes and about the benefits and services which are available to students of the Department. If you do not wish to receive such information please tick the following boxes:

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|  | I do not wish to receive information by post |
|  |  |
|  | I do not wish to receive information by email |

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| **DATA PROTECTION NOTICE AND DECLARATION** |
| **Please read the following Data Protection Notice and Declaration carefully. By signing the Declaration, you confirm your acceptance of the statements which form the Declaration. If you do not sign this form, we cannot process your application.** |

**DATA PROTECTION NOTICE**: In the course of completing this application form, you have provided the University with information about yourself, which is known as personal data. The notice set out below explains how this personal data will be processed by the University.

The University and its Colleges will collect, process, share and use personal data for the purposes of processing your application for study, for administration and (where applicable) for funding purposes, subject to the provisions of the Data Protection Act 1998.

This personal data may be used and shared with third parties, some of which may be located overseas (including outside the European Economic Area where relevant for particular applicants), for the purposes of verifying your identity, qualifications, work experience, references and any submitted work. Where you have applied for funding through the University, your personal data may be shared with third parties relevant to that funding application. If your application is successful, your contact details and the course you have applied for may be shared with alumni and student societies and groups (including those outside the European Economic Area) for the purpose of inviting you to events related to student life at the University.

The University, and any Colleges of the University, will normally only discuss the progress of your application with you, unless you have nominated a third party on your application form. If any information or statement provided on or to support this application form is not true, accurate, current and complete, or any supporting material is not entirely the applicant’s own original work, except where clearly stated otherwise, the University, or any College of the University, may process and use this fact as relevant personal data. Such data may be used and shared with third parties, including Higher Education institutions, some of which may be located overseas (including outside the European Economic Area), to the extent necessary for the purpose of preventing fraudulent or dishonest applications for study, funding and/or visas.

If you become a registered student, any personal data collected by the University as a result of this application will form part of your student record.

By checking the box about receiving development and alumni news, you are agreeing to have your details held within the University’s database system, the Development and Alumni Relations System (“DARS”). Full details of the way your data will be managed on DARS can be found in our Data Protection Statement (https://www.alumniweb.ox.ac.uk/oao/dataprotection).

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| **DECLARATION** |

*I confirm that the information I have provided on this application form is (to the best of my knowledge) true, accurate, current and complete; and I agree to notify the University promptly if any information contained on this application form should change, in order to keep it true, accurate, current and complete.*

*I confirm that all supporting work submitted as part of this application is entirely my own original work, except where clearly stated otherwise, and does not include any plagiarised elements.*

**PLEASE NOTE:** All admissions decisions taken by the University of Oxford and its Colleges rely on the statements made on the application form and on the supporting materials supplied by you and your referees. This information will be held and used for the purpose of processing your application for study, for student administration and, where relevant, for funding purposes.

If the University, or any College of the University, believes that any information or statement, including references, contained on your application form may not be true, accurate, current and complete, or that any material submitted in support of your application may not be entirely your own original work, except where clearly stated otherwise, it may take any necessary steps to verify that information or statement, or to confirm that any supporting material is entirely your own original work, except where clearly stated otherwise.

As part of the admissions process the University may use a plagiarism detection system. This system screens any written work submitted as part of your application for plagiarism, paraphrasing and collusion. The plagiarism detection system will store on its database any written work submitted for screening. For the University’s definition of plagiarism and more information on how the plagiarism detection system works please see the Application Guide.

If, in the opinion of the University, or any College of the University, any information or statement, including references, provided on this application form is not true, accurate, current and complete, or any supporting material is not entirely your own original work, except where clearly stated otherwise, the University, or any College of the University, retains the right to reject your application. If you have been made an offer by the University, or any College of the University, then the University, or any College of the University, may in these circumstances withdraw or amend that offer. If you have been admitted as a student, you may be subject to disciplinary action which could result in your expulsion from the University and your College.

SIGNATURE:

PRINT NAME:

DATE:

**In order to submit your application, please email it to** [**andrew.goodliff@regents.ox.ac.uk**](mailto:andrew.goodliff@regents.ox.ac.uk)**. We will send you an email to acknowledge our receipt of the form.**

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**APPENDIX A TO APPLICATION FORM**

**CRIMINAL CONVICTIONS**

Do you have any relevant unspent criminal convictions?

Yes  No 

This question should be answered by all applicants, regardless of nationality or country of residence. For a definition of a relevant unspent criminal conviction and for Oxford University’s policy and procedures in the event of a positive declaration please see the guidance for applicants, found here:

[www.graduate.ox.ac.uk/applicationguide](http://www.graduate.ox.ac.uk/applicationguide)

**APPENDIX B TO APPLICATION FORM**

**ETHNIC BACKGROUND**

The University is required under statute to seek and return information about the ethnic background of all its applicants for HESA (the UK Government’s Higher Education Statistics Agency). The information provided is used to monitor rates of participation in Higher Education by particular groups of people.

This information will not form part of any assessment of your application.

Please enter in the box below the appropriate code which best describes your ethnic background.

□

10 White

15 Gipsy/Traveller

21 Black or Black British – Caribbean

22 Black or Black British – African

29 Other Black background

31 Asian or Asian British – Indian

32 Asian or Asian British – Pakistani

33 Asian or Asian British – Bangladeshi

34 Chinese

39 Other Asian background

41 Mixed - White and Black Caribbean

42 Mixed - White and Black African

43 Mixed - White and Asian

49 Other Mixed background

50 Arab

80 Other ethnic background

90 Not known

If you do not wish to specify your ethnic background, please enter code 98.

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**APPENDIX C TO APPLICATION FORM**

**DISABILITY/LONG TERM HEALTH CONDITIONS**

The University is committed to making reasonable adjustments to ensure that students with disabilities including dyslexia, dyspraxia (and other SpLDs), with an Autistic Spectrum disorder, or with long-term mental health difficulties or health conditions are not placed at a substantial disadvantage in their access to services, assessment and teaching.

In order to provide study support, departments of the University may need to share information about your needs. Information will be shared on a need-to-know basis with relevant people such as any academic staff you work with, and any library and support staff. The information provided is also used to monitor rates of participation in Higher Education by particular groups of people, which is a statutory requirement; it does not form part of any assessment of your application.

If you wish to discuss this section of the application form, or anything to do with University provision for such needs, please contact the Disability Advisory Service disability@admin.ox.ac.uk or refer to their website <http://www.ox.ac.uk/students/welfare/disability>.

Please enter the code most appropriate to you:

0 I am not disabled

1 I have a disability and am in receipt of a UK Student Disability Allowance

2 I have a disability and am NOT in receipt of a UK Student Disability Allowance:

If you have indicated that you have a disability, please enter the code in the box from the list of statements below which is most appropriate to you.

1 You have a specific learning difficulty such as dyslexia, dyspraxia or AD(H)D

2 You are blind or have a serious visual impairment uncorrected by glasses

3 You are deaf or have a serious hearing impairment

4 You have a physical impairment or mobility issues, such as difficulty using your arms or using a wheelchair or crutches

5 You have a long standing mental health condition, such as bipolar disorder, schizophrenia or anxiety disorder

6 You have a long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy

7 You have two or more impairments and/or disabling medical conditions

8 You have a disability, impairment or medical condition that is not listed above

9 You have a social/communication impairment such as Asperger’s syndrome/other autistic spectrum disorder