

LISA Program
Study Abroad Programme Application Form
 (Read fully before completion including Data Protection Notice)

| PERSONAL INFORMATION (Please complete all sections in block capital letters) | | | |
|--|--------------------------------|------------------------------|---|
| Last Name | | First Name(s) | |
| Address | | | |
| For Correspondence | | | |
| Permanent Address | | | |
| (If different) | | | |
| Phone Number 1 | | Phone Number 2 | |
| Email 1 | | Email 2 | |
| Date of Birth | (DD/MM/YYYY) | Place of Birth | |
| Nationality | | Gender | <input type="checkbox"/> Male <input type="checkbox"/> Female |
| Country of Residence ¹ | | Passport No | (valid until) _____ |
| EMERGENCY CONTACT INFORMATION | | | |
| Full Name | | Relation to you | |
| Full Address | | | |
| Phone | | Email | |
| ACADEMIC BACKGROUND | | | |
| Current College or University | | | |
| Year of Current Study (tick/X box) | Yr. 2 <input type="checkbox"/> | Yr3 <input type="checkbox"/> | Yr4 <input type="checkbox"/> |
| | Yr5 <input type="checkbox"/> | Current Cumulative GPA | |
| Academic Programme enrolled in (Major/Minor) | | | |
| Contact Name for Study Abroad Office | | | |
| Contact Address for Study Abroad Office | | | |

¹ Country in which you were ordinarily resident for the 5 years preceding the date of this application.

PROGRAMME INFORMATION AND OPTION CHOICE

I wish to come for the Academic Year: 20__ /20 __ (e.g. 2015/2016)

I WISH TO APPLY FOR the following Language and Intercultural Semester (Choose one option (TICK BOX))

Tick as appropriate **Sem One** ☐ **SEM Two** ☐ **Full Year** ☐

OPTION 1 (DCU Semester or full year - IELTS of 5.5 or equivalent required)* ☐

OPTION 2 (DCU Semester or full year – IELTS of 6.0 or equivalent required)* ☐

*If students increase the IELTS level over a semester, they may choose modules relative to the increase for the next (6.0 or 6.5)

OPTION 3 (Pre-sessional English at DCU Language School followed by a Single DCU Semester or full year – (IELTS Level 5.0 or Equivalent minimum) ☐

For Options 3, please indicate here how many weeks PreSessional English (PSE) is required (Host Family will be arranged in accordance with the number of weeks PSE).

I wish to take _____ weeks Pre-sessional English (PSE) at DCULS

For Information on PSE – <https://www.english.dcu.ie/courses/general-english/> - Course duration is very flexible and the team there will be happy to work with your needs.

(Minimum 12 weeks PSE is recommended for students with IELTS 5.0 to attain an IELTS of 5.5 – students may opt for a longer Pre-sessional programme if they wish and DCU will accept DCULS IELTS equivalent certification)

Students may take an optional DCULS equivalent IETLS test after Semester one to establish current levels. Students who have reached an IELTS of 6.5 may choose from the full Study Abroad Range of modules

*Please note for all options, DCU cannot guarantee accommodation on campus

ENGLISH LANGUAGE COMPETENCY

Title of Examination (Please tick as appropriate):

☐ IELTS ☐ TOEFL ☐ Cambridge Proficiency ☐ Cambridge Advanced ☐ Other (please specify): _____

Date of Examination: _____

Score: _____

OPTIONAL MODULE CHOICES FOR SEMESTER ONE or Two IN ADDITION TO CORE MODULES (Modules are subject to change annually and brochure offers guideline courses)

| Module Code e.g.(LG116X) | Module Title |
|-----------------------------|--------------|
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| | |

For Full Year students, indicate semester two choices here however choices will be discussed with the coordinator after semester one in accordance with current IELTS level (at beginning of Semester Two)

| Module Code | Module Title | Module Code | |
|-------------|--------------|-------------|--|
| | | | |
| | | | |
| | | | |

WAIVER AND DECLARATION

Your signature below on this application form indicates your understanding and acceptance of the following:

- I certify that all information given is correct and I hereby undertake, if admitted on the Language and Intercultural Programme of Dublin City University (DCU), to observe and comply with all the regulations of the University.
- I authorise the International Office at DCU to forward official transcripts to the Study Abroad Office at my home university or a third party provider/agency if applicable.
- I understand that neither DCU nor any of its employees is or shall be responsible or liable for injury, loss, damage, deviation, delay, curtailment, however caused, or the consequences thereof which may occur during any travel or programmes. DCU reserves the right to cancel or alter any of its programmes for any reason.
- I acknowledge that my personal data will be processed by DCU in accordance with the Data Protection Notice and that where I am applying to study in a College/ University located outside the European Economic Area (EEA) that it is necessary to transfer my personal data outside the EEA.
-

Date: _____

Signature: _____

ADDITIONAL DOCUMENTATION

The following documentation should be included in your application:

1. A certified transcript of your academic record to date
2. English Language Competency Certification
3. One reference from an academic referee from your home university
4. Copy of your birth certificate or copy of your passport
5. Two recent passport size photograph, signed on the back
6. One **JPEG passport type (head and shoulder) photo of emailed to study.abroad@dcu.ie**

The closing date for applications is July 1 for Semester 1 (September until January) and the full academic year (September until May) however earlier application is advised. Students applying for Option 3 should consider the needs and duration of the PSE.

Thank you for completing the application. Applicants will be notified within 3 weeks or sooner on receipt of a full and correct application.

Finally, it would be helpful if you could advise who referred you to or how you learned of the DCU Study Abroad Programme?

All applications should be submitted to:

The Study Abroad Coordinator

Study Abroad Office
DCU International Office
Dublin City University,
All Hallows Campus
Dublin 9,
Ireland

Tel: +353-1-700 8699

Email study.abroad@dcu.ie

Final Guidelines

1. The following websites may be of interest to you before completing your application:

International Office Website: <http://www.dcu.ie/international/index.shtml>
English Language School <http://www.english.dcu.ie/>
Study Abroad Programme Website: http://www.dcu.ie/international/study_abroad/index.shtml
Degree courses offered by DCU: <http://www.dcu.ie/prospective/degrees.php>
Description of Modules: <http://www.dcu.ie/registry/modules.shtml>
Academic Calendar: <https://www4.dcu.ie/timetables/ac-14-15.shtml>
Accommodation Service: <http://www.dcu.ie/accommodation/international.shtml>
English Language Requirements: <http://www.dcu.ie/registry/eu.shtml#english>

2. Please ensure that your application is complete and all necessary documents are enclosed. Incomplete applications cannot be processed.
3. Apply early to avoid disappointment for accommodation.
4. You will be notified of the outcome of your application within 3 weeks of your application

Data Protection Notice

Data protection concerns the safeguarding of privacy rights of individuals in relation to the processing of their personal data. Personal data includes any information relating to a living individual which allows the identification of that individual, which may for example include a name, email address and student number. For further information in relation to how DCU collects, uses and discloses your personal data and your data protection rights please refer to the DCU Privacy Policy which is available at:

https://www.dcu.ie/sites/default/files/policy/25 - data_privacy_policy_v3.pdf.

In particular, DCU is subject to the provisions of the General Data Protection Regulation (the “GDPR”) and the Data Protection Acts 1988 to 2018, when it collects and uses your personal data. DCU acts as a data controller in respect of such data and complies with its responsibilities under this legislation.

Your Personal Data and the Study Abroad Programme

By applying to the DCU Study Abroad Programme, you will be required to provide DCU with certain personal data, including your name, address, phone number and other details set out on the application form. This is necessary in connection with the DCU International Office’s assessment and administration of your application, and if successful, for participation in the Study Abroad Programme. Such disclosure of personal data is undertaken by DCU: (i) pursuant to its statutory functions under the University Acts to collaborate with educational and other institutions both within and outside the State; and (ii) to take steps prior your registration with the host university/institution.

Accordingly, DCU may disclose certain personal data to the relevant Partners / Partner Universities in the Study Abroad Programme in order to enable them to consider your application and to facilitate registration and completion of the programme with those institutions. Once your personal data has been disclosed to the Partner Universities, that institution will act as the data controller of the data for the purposes of the GDPR. The personal data disclosed to the Partner Universities by DCU may include the personal data provided by you on this application form, which in particular includes:

- Name; Date of Birth; Place of Birth/Nationality; Gender;
- Passport Number, photograph; birth certificate or passport copy (for VISA and related reasons);
- Programme of Study; academic references; and academic transcripts; and
- Email address and contact details and name and contact details of emergency contacts.

Please note that where you apply to study in a College/ University located outside the European Economic Area (EEA) it will be necessary for DCU to disclose your personal data that College/ University, which involves the transfer of your personal data outside the EEA or DCU may need to transfer information to your provider / university outside the EEA. DCU will ensure that any such transfer complies with application data protection law.

For further information on data protection in DCU and how to exercise your data protection rights in respect of DCU, please refer to the DCU Privacy Policy.

Your personal data as provided on this application form will only be used for the purposes set out above and for no other reason.