

## Direct APPLICATION FORM

### August 2010

### Bachelor Top-up

It is very important that you fill in **all** spaces and that you enclose a copy of **all** relevant documents that may support your application (see: Document List below)

It is important that you make a great effort when filling in this form. Remember that KEA, Media/IT makes a decision about your admission based on your application. Illegible or insufficient applications or applications received after application deadline (15 March 2010) will not be dealt with!

Please fill in only with **capital letters!**

#### Which programme are you applying for?

If you want to apply to more than one of the programmes, then please make a priority order(write 1, 2 ...)

PBA in e-concept development	
PBA in Web Development	

#### Personal information

Family name:		Given name(s)	
Address: (where we can contact you)			
Street			
City		Postal Code	
Country			Country Code
Date of birth/Civil reg.no		Nationality	Refugee, Permanent residence permit (enclose documentation)
<b>Sex</b>	Male	Female	
<b>Telephone number</b>			
<b>Mobile Number</b>			
<b>E-mail (in CAPITAL letters) Very important to fill in</b>			

#### Educational Qualifications

.A. Upper secondary School/High School (age 15-19)	
Name of school:	
Address:	
Web page:	
From (month/year)	To (month/year)
Type of certificate:	
Important; Copy of original certificate translated into English must be enclosed	

B. University/College (previous studies)	
Name of University/College	
Homepage	
Name of administrative reference person	
E-mail and telephone number of administrative reference person:	
From (month/year)	To (month/year)
C. Studies in Denmark:	
Name of College/University	
Name of reference person	
E-mail and telephone number of administrative reference person:	
From (month/year)	To (month/year)
Programmes /Courses:	
Total	
Important; Copy of original certificate translated into English must be enclosed	
Relevant subjects studied	Total amounts of lessons

Other relevant Qualification/courses	
	Date/Year
	Date/Year

English skills		
IELTS score	Date of test	
TOEFL score	Date of test	

Job experience (if any (please type)			
Job title	Employer and location		Period

(copy of references enclosed)

Interests (please type)

List in order of importance to you, your main extra curricular interests/activities

Reference from at least two academic references, as a minimum (please type)

Title	Name	Adress (e-mail, phone number)

Date

Signature

### Document list

### IMPORTANT

**Documents that must be enclosed with your application for a bachelor top-up programme**

	Tick off
1. Fill in <b>all</b> spaces in the Application form <b>clearly</b> with <b>CAPITAL</b> letters	
2. Enclose the following documents	
• Copy of original upper secondary school certificate (translated into English)	
• Copy of original certificate(s) from university studies (translated into English)	
• Copy of certificate(s) from studies in Denmark	
• Certified translation into English of overview of subjects studied each semester at the University/college including grades	
• Course description of each subjects studied at the University/college (translated into English)	
• Description of your national grade-scale (in English)	
• <b>Motivation letter (½-1 A4page) including your reasons for applying and any further information you wish to give in support of your application (VERY IMPORTANT)</b>	
• Proof of English level	
• Copy of passport (showing the Visa page)	

**DEADLINE FOR APPLICATION: 15 MARCH 2010**