

# Advice when completing your online application

The portal was designed for UK and Overseas postgraduate applications therefore some of the requests for information may seem confusing.

The following information should clarify the most common concerns

## Section 5: PROGRAMME CHOICE

When selecting your **Programme Choice** .. the acronym: 'UAL' is not listed

**Programme Category:** FOUNDATION DIPLOMA

**Award Type:** DIPLOMA IN FOUNDATION STUDIES ART & DESIGN

**Programme:** FOUNDATION DIPLOMA IN ART & DESIGN\_AD06846

.... as indicated below

### Programme Choice

1	Account	✓
2	Privacy Notice	✓
3	Personal	✓
4	Contact	✓
5	Programme Choice	✓
6	Demographic	✓
7	Employment	✓
8	Previous Education	✓
9	Qualifications	✓
10	English Language Skills	✓
11	Disability	✓
12	Application Information	✓
13	Declaration	*
14	Summary	✓

**These are correct selections, when applying for:  
UAL Foundation in Art & Design**

* Programme Category:	Foundation Diploma
* Award Type:	Diploma in Foundation Studies Art and Des...
* Programme:	Foundation Diploma in Art and Design _AD...
* Expected Attendance Pattern:	Full-time
* Delivery Method:	On Campus
* Programme Route:	Foundation Diploma in Art and Design 1 ye...
* Campus:	Manchester (All Saints)
* Start Date:	2022 September

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# Section 9: QUALIFICATIONS

When adding your qualification, if you have not yet had the result, please tick the 'Awaiting Result' box.

## Qualifications

1	Account	✓
2	Privacy Notice	✓
3	Personal	✓
4	Contact	✓
5	Programme Choice	✓
6	Demographic	✓
7	Employment	✓
8	Previous Education	✓
9	Qualifications	✓
10	English Language Skills	✓
11	Disability	✓
12	Application Information	✓
13	Declaration	✓
14	Summary	✓

**Add Qualification**

• Qualification Type: Select One

• Course Title: [Text Field]

• Qualification Subject: Select One

Date Completed: Select One

• Qualification Grade: [Text Field]

Awaiting Result:

Cancel Save

Next Review & Submit

# SECTION 12: APPLICATION INFORMATION (PORTFOLIO)

When adding your portfolio, please refer to the guidance on the UAL Foundation web page: <https://www.art.mmu.ac.uk/foundation/apply/>

Please disregard the information in the red boxes

## Application Information

1	Account	✓
2	Privacy Notice	✓
3	Personal	✓
4	Contact	✓
5	Programme Choice	✓
6	Demographic	✓
7	Employment	✓
8	Previous Education	✓
9	Qualifications	✓
10	English Language Skills	✓
11	Disability	✓
12	Application Information	✓
13	Declaration	★
14	Summary	✓

How did you hear about us?: Attended an Open Day/Evening

Have you previously attended one of our courses?: NO YES

• Personal Statement:

Please provide a personal statement that sets out your reasons for undertaking the programme. Admissions tutors will be interested in the reasons for your choice of programme, your career aspirations, and relevant experience and information concerning your intellectual, social, sporting or other interests. You should also give details of any non-examined subjects you are studying. If you have been out of education for some time, please outline any relevant experience that you would like to be taken into account in lieu of formal qualifications, either at home or in voluntary or paid work. Please keep your statement within 4000 characters.

We recommend you have your personal statement prepared in a separate document so you can copy and paste this into the personal statement field on the application form.

**instead refer to the advice given on the UAL Foundation web page: 'How to Apply' section: <https://www.art.mmu.ac.uk/foundation/apply> & post your portfolio URL here**

Remaining characters: 3999

Online Portfolio

Art, Design, Media students applying for creative studio based courses, please include a URL link to your online portfolio here that should contain a selection of up to 20 images or 10 minutes of video of your past work. You should also explain how you would like to develop your practice during your course of study.

Portfolio URL: [Text Field]

If you are unable to provide a URL at this point, you can still complete your application; however you will need to provide it before we can offer you a place and we will be in touch to tell you where to send your URL in that case.

PLEASE ignore this advice

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## SECTION 14: SUMMARY (REQUIRED DOCUMENTS)

Once you have completed your application, you will see the **Admissions Information** screen.

There may be items listed under '**REQUIRED DOCUMENTS**'

All UK applicants: Please ignore any request for:

- Degree Transcript
- Passport
- English Language Qualification
- Education Adviser

Overseas/International applicants only are required to submit the following two items:

- Passport
- English Language Qualification

The information below is provided to help you track the progress of your application.

### Admissions Information

Admissions Record:	
Foundation Diploma in Art and Design _ AD06846	
Magee, Johnny - 2022 September	
<b>Delivery Method:</b> On Campus	<b>Admissions Stage:</b> Application Submitted
<b>Admissions Type:</b> Other Applications	<b>Programme:</b> Foundation Diploma in Art and Design _ AD06846
<b>Entry Point:</b> Year 1	

### Required Documents

We require the following in order to consider your application.

Degree Transcript	<b>All Applicants: Ignore this request</b>	
<b>Status:</b> Incomplete	<b>Required:</b> 1	<b>Max.:</b> 5
Passport	<b>Overseas/International applicants only</b>	
<b>Status:</b> Incomplete	<b>Required:</b> 1	<b>Max.:</b> 5
English Language Qualification	<b>Overseas/International applicants only</b>	
<b>Status:</b> Incomplete	<b>Required:</b> 1	<b>Max.:</b> 5
Education Adviser	<b>All Applicants: Ignore this request</b>	
<b>Status:</b> Incomplete	<b>Required:</b> 1	<b>Max.:</b> 5