

Applying

How you apply varies according to the type of course you want to take. Our step-by-step guides will take you through the application process for the course of your choice.

Overseas entry requirements

Before you apply, check the academic and English language entry requirements for your courses on pages 22-31 of this prospectus.

The academic requirement listed for each course is normally A levels (for undergraduate) or a UK degree (for postgraduate). To find out if your high school or degree results are equivalent, visit our world map at www.sussex.ac.uk/international. Alternatively, you can email study@sussex.ac.uk and our friendly student advisors will be happy to help.

The English language requirement for each course is listed as an IELTS score. If you have taken TOEFL, check the equivalence on page 38 of this prospectus.

If you have not met the English language requirement, you can still apply, but your offer may be conditional on an English language test result. You may also be able to take our pre-sessional language course – see page 38 for details.

Help applying

If you need help applying, email study@sussex.ac.uk to contact our student advisors. Alternatively, you may wish to contact our overseas representatives in your country. They can provide you with information and advice, and guide you through the admissions process. See page 36 or visit www.sussex.ac.uk/international/agents for a list of representatives in your country.

Foundation

Applications can be made throughout the year

- 1** Visit www.sussex.ac.uk/isc to choose your foundation programme and view undergraduate degree progression options. Then click 'Admission' to download an application form. If you need help, click 'Contact'.
- 2** Email, fax or post the form to our Student Enrolment Advisors (contact details at the bottom of the form). You should include your high school and English language results (if possible).
- 3** Once your completed foundation application is received, we will send you a decision within 48 hours (Monday to Friday).
- 4** If you are made an offer for the foundation programme, the offer will also outline progression to undergraduate studies at Sussex. Completion of the foundation programme at the appropriate level guarantees a place on the relevant degree at Sussex.
- 5** If you would like to accept the offer, you should complete the confirmation form and return with the confirmation payment.

Undergraduate (Bachelor)

Final deadline for applications is 15 October the year before you wish to start (for medicine), 15 January the year you wish to start (if you live within the EU) or 30 June (for all other international students). We advise you to apply as early as possible as many of our courses are very popular.

- 1** Apply online at www.ucas.com. UCAS manages undergraduate applications to all UK universities. Our institution code is **S90**. Check www.ucas.com for what application documents you need.
- 2** UCAS will send your application to the universities you selected. You can track the status of your application online using UCAS Track.
- 3** UCAS will send you decisions from the universities. If your application is successful, your offer will be either unconditional (you have met all the entry requirements) or conditional (you have not yet met all the requirements).
- 4** If you receive offers, choose one university as your first (firm) choice and one, if you wish, as your second (insurance) choice.
- 5** If your offer is conditional, you should send your results as soon as they are available. You will find details of where to send them in your offer letter.
- 6** If you meet the conditions, your place will be automatically confirmed. If you do not meet the conditions, we will look carefully at your application to see if we can still make you an offer.
- 7** We will keep in touch with you throughout the application process about housing, registration and other important matters. If you have questions after applying, contact ug.applicants@sussex.ac.uk

Pre-Masters

Applications can be made throughout the year

- 1** Visit www.sussex.ac.uk/isc to choose your Pre-Masters programme and view postgraduate degree progression options.
Then click 'Admission' to download an application form.
If you need help, click 'Contact'.
- 2** Email, fax or post the form to our Student Enrolment Advisors (contact details at the bottom of the form).
You should include your degree transcripts (or equivalent) and English language results (if possible).
- 3** Once your completed pre-masters application is received, we will send you a decision within 48 hours (Monday to Friday).
- 4** If you are made an offer for the Pre-Masters programme, the offer will also outline progression to postgraduate studies at Sussex.
Completion of the Pre-Masters programme at the appropriate level guarantees a place on the relevant degree at Sussex.
- 5** If you would like to accept the offer, you should complete the confirmation form and return with the confirmation payment.

Postgraduate taught (Masters)

Applications can be made throughout the year, but popular courses may fill up by April

- 1** Apply online at www.sussex.ac.uk/pgstudy
You will need to provide transcripts, two references, a personal statement and, if appropriate, English language results.
Once you have submitted your application, you can track it online.
- 2** We will email you with a decision as soon as possible and, if successful, you will be able to view your offer letter online.
In 2007/08 most applicants received a decision within 1-6 weeks of submitting a completed application. Applications for degrees at the Institute of Development Studies may take longer.
Contact pg.applicants@sussex.ac.uk if you have not received a decision after 6 weeks.
- 3** If you are made an offer, it will either be unconditional (you have met all the entry requirements) or conditional (you have not yet met all the requirements), eg conditional on English language results.
- 4** If your offer is conditional, you should send your results as soon as they are available.
You will find details of where to send them in your offer letter.
- 5** If you meet the conditions, your place will be automatically confirmed.
If you do not meet the conditions, we will look carefully at your application to see if we can still confirm your place.
- 6** We will keep in touch with you throughout the application process with information about housing, registration and other important matters.
If you have questions after applying, contact pg.applicants@sussex.ac.uk

Postgraduate research (Doctorate)

Applications can be made throughout the year. Note that research degrees normally start in October (or sometimes January and April)

- 1** Before you apply, you should visit the department's web pages at www.sussex.ac.uk
Look carefully at faculty research interests to identify any areas matching your own.
- 2** Apply online at www.sussex.ac.uk/pgstudy
You will need to provide the same documents as for a taught postgraduate course – plus a detailed research proposal.
Once you have submitted your application, you can track it online.
- 3** We will consider your research proposal in detail and try to identify a potential supervisor.
You will then receive a decision by email – this may take much longer than for taught postgraduate applications.
- 4** If you are made an offer, it will either be unconditional (you have met all the entry requirements) or conditional (you have not yet met all the requirements), eg conditional on English language results.
- 5** If your offer is conditional, you should send your results as soon as they are available.
You will find details of where to send them in your offer letter.
- 6** If you meet the conditions, your place will be automatically confirmed.
If you do not meet the conditions, we will look carefully at your application to see if we can still confirm your place.
- 7** We will keep in touch with you throughout the application process with information about housing, registration and other important matters.
If you have questions after applying, contact pg.applicants@sussex.ac.uk

