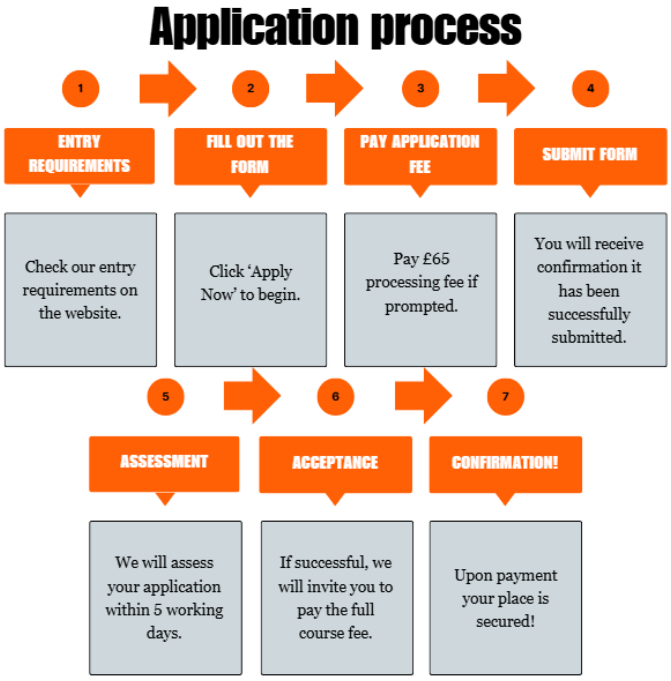
Pre-University Summer School

Application Guidance Notes



Requirements

- You must be aged 16 or 17 years old for the duration of the programme. IMPORTANT: this programme is for students aged 16 or 17 for the **DURATION** of the selected course. Applicants under or over this age range **WILL NOT** be considered or permitted to start the programme.
- Your English language level must be at level B2 in the CEFR or equivalent level (B1 Level if you are applying for the English Language & Culture module)
- Personal statement explaining (approximately 300 words) explaining your motivation for applying to the programme/module
- Evidence that you fulfil the academic requirements of the programme

- Permission from your parent/guardian to attend the programme. The Parent/Guardian must complete the relevant section later in the form.
- Pay the £65 application processing fee via eStore

Application Form

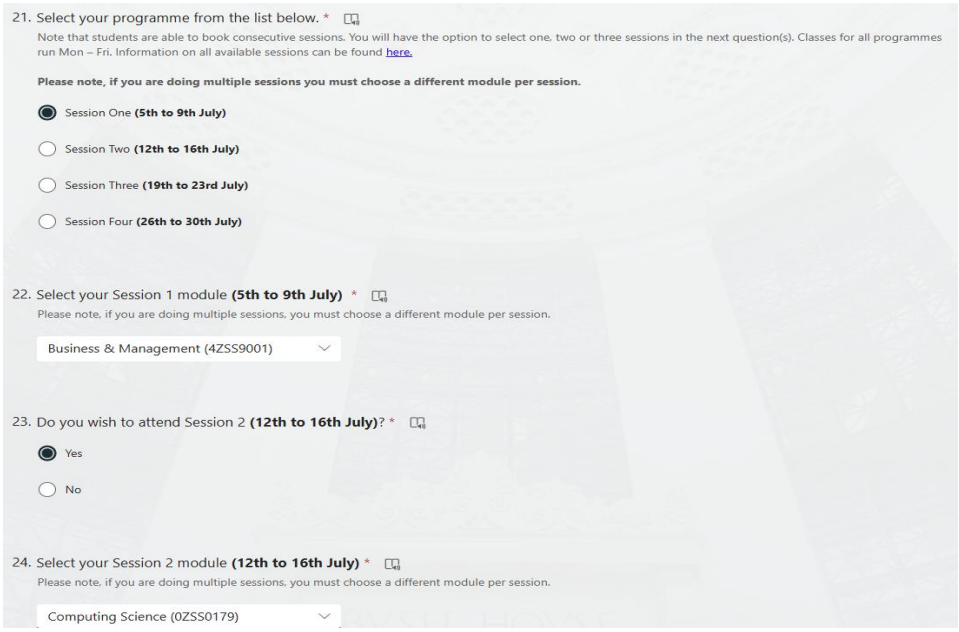
1. **Agent information** – please select NO as this does not apply to you.
2. **Applicant's Personal Details** – please complete this section and ensure that your name and date of birth is entered as it appears on your passport or photo ID used for travel. Remember that applicants that do not meet the age requirement stated above **WILL NOT** be considered or permitted to start the programme.
3. **Parent or Legal Guardian's Personal Details** – This section must be completed by the parent/legal guardian as it is an essential safeguarding part of the process.
4. **Residential Package** – Indicate if you would like to book King's accommodation with your programme.
5. **Programme Selection** – select the programme you wish to study
   5.1. Information on all available modules and sessions can be found here.
   5.2. Applicants can either book only one session but also have the option of choosing 2 or 3 consecutive sessions. For example, you cannot select sessions 1 and 3, or sessions 2 and 4. You can however select sessions 1 and 2, sessions 2 and 3 or sessions 3 and 4. Likewise when selecting the triple session, you can select session 1,2, and 3 or sessions 2,3 and 4.

Session Dates

- Session One: 5th to 9th July
- Session Two: 12th to 16th July
- Session Three: 19th to 23rd July
- Session Four: 26th to 30th July

If you wish to study more than one module (see image below):

- Select the Session, then the module – 'Business Management' has been chosen in this example
- Do you wish to attend Session 2? – Select 'Yes'
- Choose your session 2 module
- If you do not wish to select further sessions, please select 'No' at the next question.



6. **English Language Proficiency** – Select your qualification from the list and upload your evidence. If you have been taught in English, your high school transcript/certificate must show that the language of instruction was English. In this case, you are not required to submit separate evidence of language proficiency.
7. **Personal Statement** - Upload a statement outlining your motivation for applying to your selected programme/module(s). Your statement should be no longer than 300 words.
8. **Education** – Complete this section and upload your evidence.
9. **Check your application:**
   ✓ Evidence of English Language proficiency
   ✓ Personal Statement
   ✓ Official confirmation of your most recent high school grades
10. **Make a Payment - Pay the £65 application fee** and add the payment reference number in the space provided. You will receive an email confirming payment, and the number can be found after the letters: **KCLES-xxxxxx.**
11. **Disability Information** – Please complete this section. Note that the information you provide in response to this question will not impact the academic judgement of your application or the decision about whether to offer you a place on the programme.
12. **Applicant Declaration** – Please select 'Accept (if you are an applicant submitting a direct application)'.
13. **Further Information** -This section must be completed by the applicant's Parent/Legal Guardian. Please select 'Yes' if the applicant has any medical

conditions or needs, we should be aware of in an emergency. If there are none, select 'No'

14. **Emergency Contact Details (Primary)** – Please enter details of the first person who should be contacted in an emergency.
15. **Emergency Contact Details (Secondary)** – Enter details of the person who should be contacted in case the primary contact cannot be contacted
16. **Parent/Legal Guardian Declaration** – this section must be completed to confirm that the Parent/Legal Guardian understands their legal obligations in relation to the young person attending the programme.
17. **Submit** your application.

If you are having difficulty uploading your evidence, please email it directly to summer@kcl.ac.uk quoting your full name and date of birth on the title of each document.

Next steps

1. We will assess your application and let you know the outcome within 5 working days.
2. If successful, we will ask you to pay the programme fee and agree to our Terms and Conditions.
3. Upon receipt of payment in full of the programme fees, your place on the course will be confirmed.