Instructions for completing the application form

Note: The application will not be considered unless all sections have been filled in, and certified copies of all required documents have been enclosed.

Required documentation:

- ❑ Certified[1] copies[2] of the pages of your passport showing your picture, your full name, your date of birth and your nationality
- ❑ Officially certified copies of all your educational certificates including:
  - ❑ Diploma/certificate from higher secondary education
  - ❑ Diploma/certificate/transcript from your college/university education

1) All copies must be attested as true copies of the original by a Norwegian Embassy/Consulate or by Notary Public or by a school/college/university administration and bear the name, signature and stamp of the official. Documents, which are not already in Norwegian, Danish, Swedish, English or German, must be accompanied by an authorised translation of the original.
2) Applicants are asked to submit copies only, not originals. Students who are admitted must be able to present originals. Students failing to present originals upon request may be denied admission.

English language requirements can be documented by one of the following:
Native language e.g. citizens from Australia, New Zealand, Canada, Ireland, UK and USA, TOEFL test results must be 170 (500 paper-based test) or better, IELTS test results must be 5.0 or better, English form higher secondary school in Norway, Advanced Placement International English Language examination (APIEL) with 3 points or better, Following certificates from University of Cambridge: Certificate of Proficiency in English, Certificate in Advanced English, First Certificate in English, Michigan English Language Assessment Battery (MELAB) with a minimum of 85 points, A minimum of one-year full time studies in Australia, New Zealand, Canada, Ireland, UK or USA (The language of instruction must be English), Applicants from African countries with A-level examinations in English, passed with the grade "C" or better.

Financing your studies at the Norwegian University of Life Sciences (UMB):
Tuition at UMB is subsidized by the Norwegian Government with no tuition for the individual student. The exemption is a minor compulsory membership in the University Foundation for Student Life in Ås of NOK 240 at the beginning of each semester. However, students are responsible for the payment of all other expenses. For this reason the Norwegian Immigration Authorities (UDI) requires a guarantee that you will be able to provide for all expenses while studying in Norway. UDI will expect that you can provide a sum of app. NOK 80.000 per year to cover accommodation cost and board, clothing, transport, study material, medical and dental care, semester fees and other necessities.

Residence permit and Visa:
In order to study in Norway, international students must obtain a student residence permit. This permit must be obtained before leaving the student's home country. A Norwegian Embassy or Consulate will provide the necessary application form and information. Processing time is normally 2-4 months. It is not possible to apply for a student residence permit while staying in Norway on a tourist visa or short visit visa. A student visa is not a residence permit for immigration to Norway, and must be renewed every year. Renewal is subject to the student following normal progress expected in the programme. All non-Nordic international students need a residence permit if they intend to stay in Norway for more than 3 months. As a general rule, the residence permit should have been applied for and granted before the student arrives in Norway, irrespective of whether a visa is needed or not. However, there is an exception to these regulations if the student is a citizen in an EEA country. EEA students must bring an E-111 medical and can then apply for a student residence permit within 7 days of their arrival in Norway. To obtain a student residence permit you must 1) be accepted as a student, 2) document that you have a place to stay and 3) document that you have NOK 80.000 in a Norwegian bank account. As it is difficult to open a bank account from abroad, the university has an agreement with the immigration authorities that NOK 80.000, as an alternative can be deposited in the university account until the student arrives in Norway. This is a service the university provides for international students. If you wish to use this service, the funds must be placed with the university by June 1.

APPLICATION FOR ADMISSION 2007
SELF-FINANCED

Application deadline: **1 March 2007**

BACHELOR PROGRAMME:

__	**Bachelor's in Development Studies**

1. PERSONAL DATA:

Family name:	Date of birth (dd/mm/yy):	Norwegian ID number (if available):
First (and middle) name(s):		☐ Male ☐ Female
Address for correspondence:		Nationality:
		Telephone:
		Fax:
E-mail – write very clear as <u>all</u> communication including letter of admission is by email:		

2. CURRENT OCCUPATION:

Name of institution/Organisation	Year	Occupation/title/position

3. HIGHEST COMPLETED EDUCATION:

Name of institution	Year	Grade/GPA

4. KNOWLEDGE OF ENGLISH:

(English language is a requirement for all Master's programmes.)
Please specify how you fulfil the requirement:

☐ Native language ☐ English form higher secondary school in Norway
☐ TOEFL score: ☐ IELTS score:
☐ Other. Please specify other ways you fulfil the English language requirement:

5. PREVIOUS EDUCATION:

List all educational institutions attended, beginning with Secondary School and including any education now in progress. The Admission Office at UMB will contact your home University for verification of your documents.

	Name of institution	From – To	Degree/Certificate	Enclosure No
1				
2				
3				
4				
5				

If you have written a thesis or dissertation in connection with a degree mentioned above, please give its title:

6. RESIDENCE PERMIT:

Do you already have:

☐ No	☐ Yes	A permanent residence in Norway	☐ As a student	☐ As a spouse	☐ Other:
☐ No	☐ Yes	A temporary residence in Norway	☐ As a student	☐ As a spouse	☐ Other:
☐ No	☐ Yes	A general work permit in Norway			

7. EMERGENCY ADDRESS:

Person(s) to contact in case of emergency:

Name:

Address:

Relationship to student:

8. CONTACT INFORMATION FOR YOUR HOME UNIVERSITY:

All educational documentation will be verified. Please fill in the contact information for the Registrar Office at your University.

Name of University:

Contact person or office:

Address:

Telephone: Fax number: Email: Web site:

9. ENCLOSURES:

List of enclosed documents:

☐ Copies of passport (Mark enclosure 1a, 1b, etc.)
☐ Certificates and transcripts from previous education (Mark enclosure 2a, 2b, etc.)
☐ I have been in contact with my University and an original copy of my educational document will be sent to the Admission Office at UMB in a sealed envelope.
☐ Documentation of knowledge of English (Mark enclosure 3a, 3b, etc.)

…….. …… ……

Place Date Signature

Please return this application including all documents to:

Norwegian University of Life Sciences
Admissions Office
Postbox 5003
N-1432 Aas
Norway