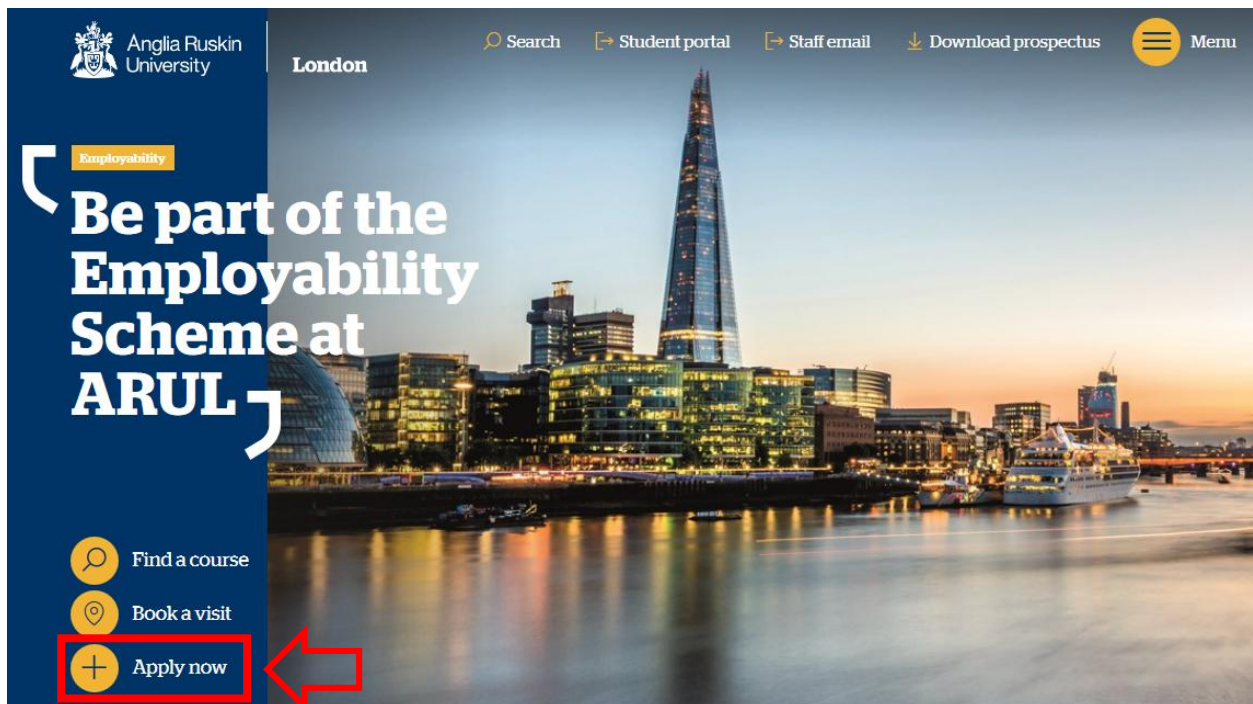


## ARU London Student Application Guide

Start by visiting the ARU London website

[www.lca.anglia.ac.uk](http://www.lca.anglia.ac.uk)

1. Once on the website, click the 'Apply Now' button as shown below.



2. Click 'New Application' on the next page.


**Member Login**

Username\*

Password\*

[Forgot username / password?](#)

3. Please fill in all required fields (\*) accurately. Once you have completed this page, click 'Save and Continue' to create your application.

Will your fees be funded by the Student Loan Company / Student Finance England?*	<input type="radio"/> Yes <input type="radio"/> No
Are you a UK/EU/EEA/ILR Resident?*	<input type="radio"/> Yes <input type="radio"/> No
Programme Group*	Undergraduate <input type="button" value="v"/>
Programme*	<input type="text" value=""/>
Delivery Pattern*	Standard <input type="button" value="v"/>
Course level:	<input type="text" value=""/>
Entry level:	<input type="text" value=""/>
Intake*	<input type="text" value=""/>
Course fee (GBP):	Course fee <input type="text" value=""/>
Title*	<input type="text" value=""/>
First name (as appears on passport)*:	First Name <input type="text" value=""/>
Last name (as appears on passport)*:	Last Name <input type="text" value=""/>
	<b>This is the name that will appear on degree certificates</b>
Gender*	<input type="text" value=""/>
Date of Birth*:	DD/MM/YYYY <input type="text" value=""/>
E-mail address*:	<input type="text" value=""/>
Confirm e-mail address*:	<input type="text" value=""/>
Password*:	<input type="text" value=""/>
Confirm password*:	<input type="text" value=""/>
Are you applying for advanced entry (APL):	<input type="checkbox"/> Accreditation of prior learning (APL) relates to learning from the past that can be credited against your desired qualification
How did you hear about us?:	<input type="text" value=""/>
	<input type="button" value="Save and Continue"/> 

4. You will be redirected to the page below. Across the top of the page and highlighted below (1) you will see the remaining sections to be completed.

*Please note: you are not required to provide a reference unless requested by the admissions team.*

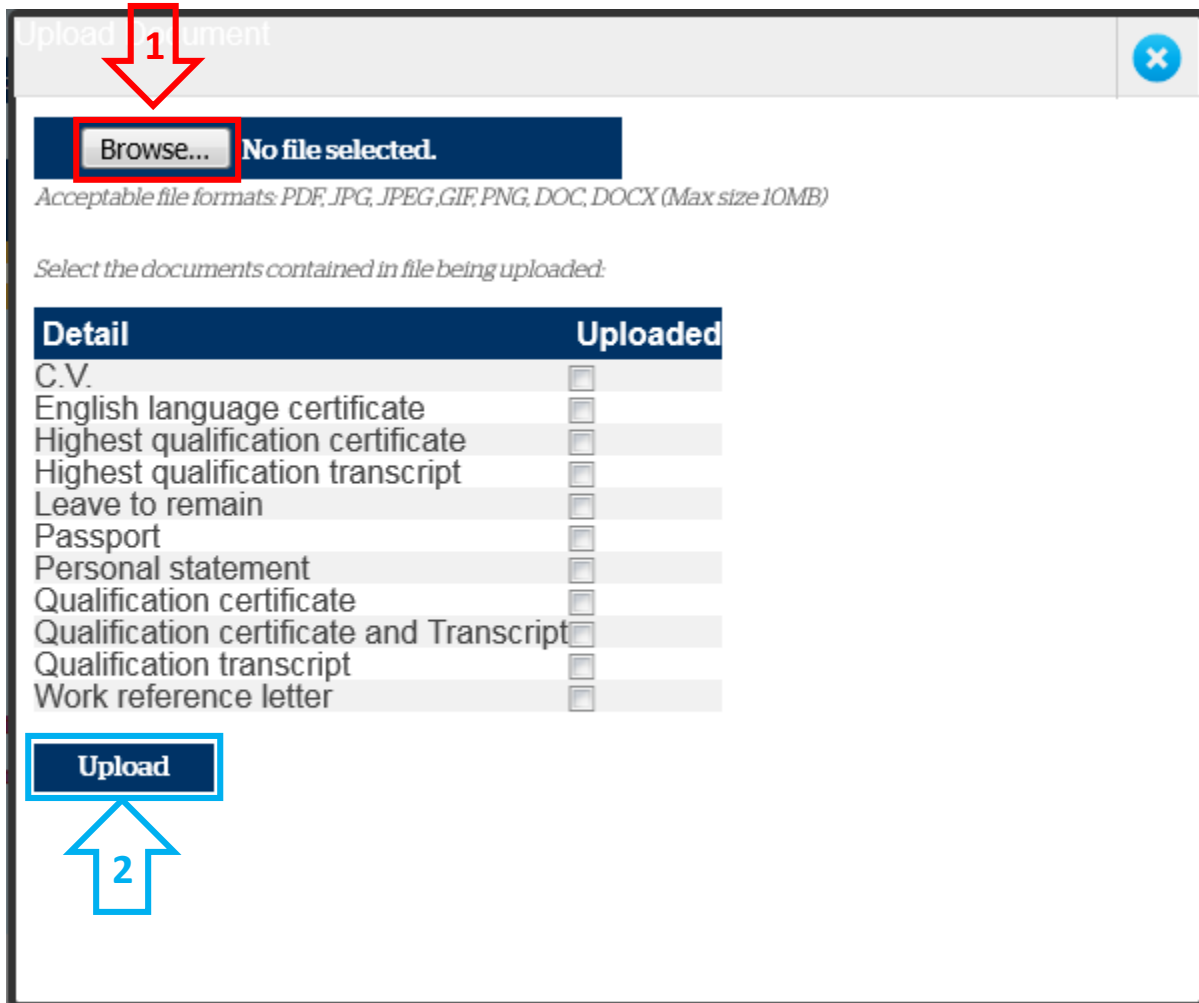
The screenshot shows a navigation bar with tabs: Course Detail, Personal Info, Reference, Statement, Documents, and Submit Application. A red box highlights the first five tabs, with a red arrow labeled '1' pointing to the 'Personal Info' tab. A blue box highlights the 'Submit Application' button, with a blue arrow labeled '2' pointing to it. Below the navigation bar is the 'Personal Info' section, which includes a header with the name 'David' and 'Application ID - 21069705', and links for 'Messages (0)' and 'Institutional Docs (0)'. The form contains several fields: Mobile No. \*, Nationality \*, Country of Birth \*, Ethnic Origin \*, Highest Qualification \*, Please state last educational institution that you attended:, Passport No:, Passport Expiry: (format DD/MM/YYYY), Passport Place of Issuance \* (selected UK), Are you a care leaver?: (\*\*Select\*\*), and Are you currently living in the UK? \* (radio buttons for Yes and No).

### Key Notes:

**Statement** - Here you will need to provide your personal statement, 300 words for undergraduate or 500 words for postgraduate.

**Documents** - You are required to provide documents to support your application. These should include your passport, academic qualifications, CV and any other documents you may feel are relevant to your application.

- To upload a document, click 'Upload' and the window below will open. Click 'Browse', select the document and then click 'Upload'. If you wish to specify which document has been uploaded, you can use the tickboxes.



Upload Document

**Browse...** No file selected.

*Acceptable file formats: PDF, JPG, JPEG, GIF, PNG, DOC, DOCX (Max size 10MB)*

*Select the documents contained in file being uploaded:*

Detail	Uploaded
C.V.	<input type="checkbox"/>
English language certificate	<input type="checkbox"/>
Highest qualification certificate	<input type="checkbox"/>
Highest qualification transcript	<input type="checkbox"/>
Leave to remain	<input type="checkbox"/>
Passport	<input type="checkbox"/>
Personal statement	<input type="checkbox"/>
Qualification certificate	<input type="checkbox"/>
Qualification certificate and Transcript	<input type="checkbox"/>
Qualification transcript	<input type="checkbox"/>
Work reference letter	<input type="checkbox"/>

**Upload**

- Once you have completed the application click the 'Submit Application' page at the top. You will be shown a summary of your application, please ensure all the information is correct as your scroll down the page.

7. Once you have confirmed the information provided is accurate, read the declaration and tick the boxes if you agree with our terms and conditions. Please then click 'Submit'.

**Declaration \***

I agree to Anglia Ruskin University London (ARUL) processing personal data contained in this form or other data which ARUL may obtain from other people. I agree to the processing of such data for any purposes connected with my studies or my health and safety whilst on the premises or for any legitimate reason including communication with me following the completion of my studies. In addition, I agree to ARUL processing personal data described as Special Category Data as defined under the General Data Protection Regulation, such processing to be undertaken for any purposes as indicated in the declaration above. In addition to the Privacy Notice linked to this form please also see our Corporate Privacy Policy on our website - <https://www.anglia.ac.uk/privacy-and-cookies>.

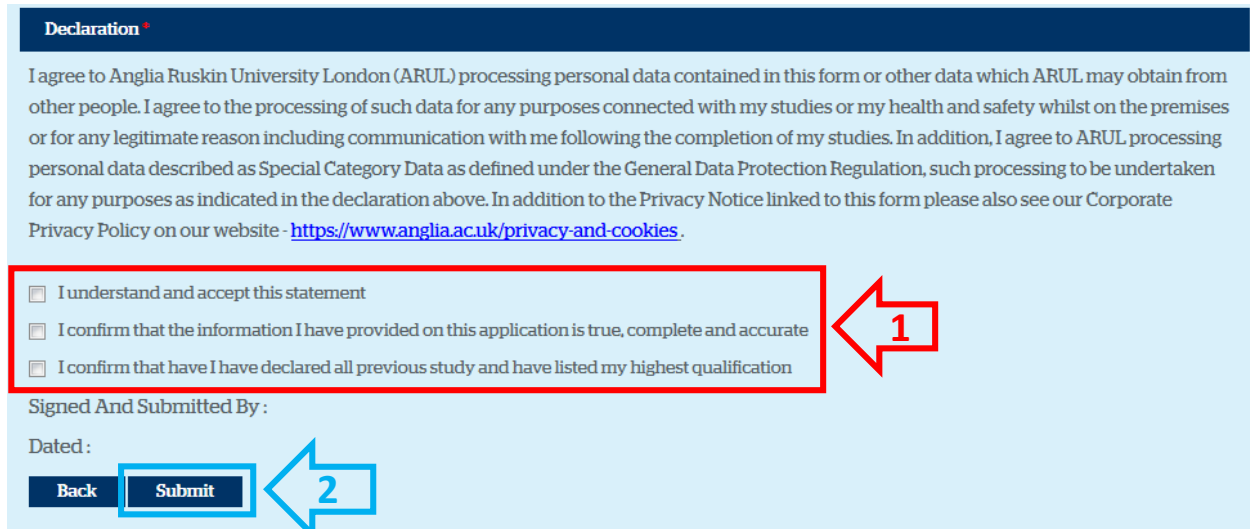
I understand and accept this statement

I confirm that the information I have provided on this application is true, complete and accurate

I confirm that have I have declared all previous study and have listed my highest qualification

Signed And Submitted By :

Dated :



Your application will now be sent to our admissions team who will aim to respond within two working days. If our team require any further information they will contact you which should alert you via email, however we would advise regularly logging in to your application to stay up-to-date.

If you have any issues completing an application, please contact our Admissions Team

Tel: 0207 400 6775

Email: [Admissions@lca.anglia.ac.uk](mailto:Admissions@lca.anglia.ac.uk)