SUBMITTING YOUR APPLICATION

Click this link to go to our online application form.

New Applicant Details

1. Select a title from the drop down list.
2. Enter your Family/Surname.
3. Enter your forenames. There are three fields available for multiple names. Please ensure you enter your name exactly as it appears in your passport.
4. Your date of birth should be entered in format: dd/mm/yyyy.
5. QMUL will correspond with applicants via email. Please ensure you provide a valid address that you will check regularly. For successful candidates, an offer will be sent by email as well as conventional post.

Applicant Details – Review Screen

6. Please ensure the information you have entered is correct before proceeding.

Application Procedure Guidance

7. You must read and take note of the guidance provided. If you are not using the services of a study abroad programme provider, you should click ‘I am applying for the Study Abroad Programme for myself.’
8. Tick ‘I have read and understood the Application Procedure Guidance.’
9. Click the ‘Fill in Application Form’ button.

Application form – Page 1

10. The information you have already entered will populate the relevant fields.
11. Select your gender from the drop down list.
12. Enter your Nationality. American citizens should enter ‘United’. An auto generated list will appear. Applicants should click on ‘United States Citizen’. If you type ‘American’, your nationality will not be found.
13. Enter your country of birth.
14. Entry the country where you currently reside.
15. Select the appropriate description from the ‘Disability’ drop down box. If you do not have a disability, select ‘No disability’.
16. Click ‘Next’.

Application form – Page 2

17. Enter your full permanent home address. For most applicants, their permanent home address will be a parental residence. Blue fields are mandatory and must be completed before you can complete your application.
18. Enter your correspondence address details. If this address is the same as your permanent home address, tick the box to automatically populate this section.
19. Click ‘Next’.

Application form – Page 3

20. Select your programme of study – undergraduate or postgraduate.
21. Select your mode of study – full or part-time. Students who enrol on another study abroad programme which they supplement with one or two modules from QMUL should select part-time. All other applicants should select full-time.

22. Select your study period – full year, autumn (fall) or spring.

23. Select the academic year.

24. Click ‘Next’.

Application form – Page 4

25. Select the chosen programme of study from the drop-down list. Depending on your answers on Page 3 of the application, you may only have one choice.

26. In the Academic Score box, select the qualification you are taking or have taken. Click ‘Other’ if none of the listed qualifications are relevant. Enter your score.

Applicants who are not able to satisfy QMUL’s English Language requirement should select the relevant pre-sessional course to be taken. Students who are following a programme of degree level education in a country where English is the first language are not required to provide evidence of English language proficiency and should leave this field set at ‘None chosen’.

International Students – check English language requirements here

Study Abroad with English – check English language requirements here

27. Enter the School you are currently enrolled at. If you are not enrolled on a programme of degree level education, please enter the last school you were enrolled at.

28. Enter your major. There are multiple fields available for those taking a double major.

29. Enter your minor if applicable.

Blue fields are mandatory and must be completed before you can complete your application.

30. Click on “Manage Files” to upload your supporting documents.

  Applications will not be considered until an up-to-date academic transcript and at least one academic reference have been uploaded.

31. In the File 1 box, select the appropriate heading from the drop down list.

32. Click ‘Choose File’ to upload your supporting document.

  You can upload up to a maximum of seven supporting documents.

33. Click ‘Submit’ when you have uploaded your documents.

34. A summary box will confirm the amount of documents you have uploaded. Click ‘Close’.

35. You will be taken back to Page 4 of the application form. Click ‘Next’.

While you have been entering your application information, an email will have been sent to the address you provided. Click this link in the email to verify your email address and to finalise the submission of your application. You will be directed back to the application portal. Click on the link on the application form to confirm your application.

36. Check the summary page to ensure the information you have entered is correct. You will also see confirmation of the documents you have uploaded.

37. You have the option to go back through the application if an amendment is required.

38. If you are ready to submit your application, click ‘Submit Application’. Click ‘OK’ in the pop-up box.

Please take note of your application reference and personal login details. An email will be sent to you to confirm this information.