

Notes for Applicants

Please read the following notes carefully before completing the application form

Applicant form

Fill in the form, making sure that you complete each section fully. Incomplete forms will be returned. Send the completed form to the address below, to arrive by 1st March 2019.

Rasha Al Sarraj
Project Manager, Open Programme
The Prince's Foundation School of Traditional Arts,
19-22 Charlotte Road, London EC2A 3SG
United Kingdom

If you have used additional sheets, please make sure that they are clearly marked with your name and intended course and that they are securely attached to the application form.

Forward the **Confidential Statement by Referee** form to your referee as soon as possible. Be sure to fill in your name and the title of your intended course before you forward it. Your referee should return the form directly to the School by 1st March 2019.

Fees and Maintenance

Fees £2,100 per annum for UK, EU and overseas students

An application fee of £30 must be submitted with the application form. If accepted a non refundable deposit of 50% of the first year fees must be paid by October 2019.

The remaining fees are expected to be paid by the beginning of each academic year which is non refundable except in exceptional circumstances at the discretion of the School. No award can be made until all fees are paid.

Cheques should be made out to 'The Prince's Foundation School of Traditional Arts'.

Choosing a Referee

Since your referee is requested to provide an academic reference, you are advised to choose someone who is familiar with your work and who understands the demands of the course that you are planning to undertake. They should be able to comment in detail on your qualifications, ability, motivation and character, so it may be helpful to choose someone who has known you for some time.

Entrance Requirements and Portfolios

Portfolios should be received no later than 1st March 2019.

Applicants are required to email high resolution digital images of their artwork, which should be a selection of artwork, iconographic or otherwise, that is representative of their ability.

Applicants should send from six to ten pieces. These can be drawings, paintings, or icons.

Please email to the tutor, Aidan Hart, at mail@aidanharticons.com.

Please contact us if receipt of your images is not acknowledged by email within three days.

If unable to send digital images, applicants should send good quality colour prints at least 20 cm (8 inches) high.

Entrance Requirements and Portfolios (continued)

Portfolios should be sent by registered post or delivered directly to

Aidan Hart
94 Underdale Road
Shrewsbury, SY2 5EE
United Kingdom

Candidates requiring more specific advice should contact Aidan Hart:

T (+44) 07910246774
E mail@aidanharticons.com

All images should be clearly labelled with the applicant's name, and the portfolio accompanied by a list detailing the contents of the portfolio. If not intending to collect portfolios personally, applicants should also enclose a cheque made out to "Aidan Hart" to cover the full cost of the return carriage and insurance.

Attendance

Attendance at all lectures, seminars, course tutorials, studio sessions and other appointments is mandatory. Attendance is an assessable part of each course.

English Language Requirements

All courses are in English.

All offers of places are conditional until an applicant has officially satisfied the specific English language requirements of the course.

If official test certificates are requested after the candidate interviews, results should reach the School no later than 6 weeks before the start of an applicant's intended course. Failure to meet the deadline may mean that the place is offered to another candidate.

The requirements are as follows:

A minimum overall band of 6.5 on the IELTS scale (or equivalent) with individual scores of not less than 6.0 in the Reading and Writing.

Please attach a recent passport sized photograph of yourself



SCHOOL OF TRADITIONAL ARTS

Application Form

Icon Course

Applicant's Details

Please write in block capitals using black ink.

Title (Mr/Mrs/Ms etc) _____

Surname _____

First name(s) _____

Email address _____

Telephone _____

Nationality _____

Permanent Home address (in full)

Access requirements

Dietary requirements

How did you hear about the courses at the School of Traditional Arts?

Appendix A

Education

Please list all educational establishments attended during secondary and higher education in chronological order including where (if appropriate) you are currently studying.

Also give details of the awarding body, e.g. LEA, sponsor, of any grants received.

Please also give details in chronological order, of academic and professional qualifications. Include details of any qualifications, for which you are currently studying, indicating that the results are not yet known. Continue on a separate sheet if necessary.

Dates	Names and address of establishment	Grant details (if applicable)

Dates	Qualification	Subject	Grade awarded

English Proficiency

Is English your first language? Yes No

If NO, how would you describe your English?

Fluent Adequate Passable

What other languages do you speak fluently?

All courses are in English. Applicants for whom English is not a first language are required to have reached a standard equivalent to 6.5 on the IELTS scale.

Academic qualifications in English are not essential but where a candidate does not have any formal qualifications the School may ask for other evidence of proficiency.

Specific information concerning the English language requirement of individual courses are to be found in the **Notes for Applicants**.

Have you applied to any other educational establishment?

Yes No

If yes, please give details of the establishments and courses for which you are applying:

Employment

Please give details of previous employment in chronological order.

Dates	Employment (name and address)	Position held and nature of work

Further information

Please give details of any relevant experience or interests.

Fees and Maintenance

Where will you seek funding for your studies (e.g. Local Authority, sponsor, bursary, other)?
Please give details.

Would you be able to finance the course the full 3 years of the course in the absence of the above funding?

Yes No

Please give details.

Disability and Learning Differences

The School is committed to supporting students with disabilities and learning difficulties. In order to support you and your studies here it is important for us to be aware of any learning differences or disability that may apply to you.

Please circle the option that is most relevant to you:

- No known disability
- Two or more impairments and/or disabling medical conditions.
- A specific learning difficulty such as dyslexia, dyspraxia or AD(H)D.
- A social/communication impairment such as Asperger's syndrome/other autistic spectrum disorder. A long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy.
- A mental health condition, such as depression, schizophrenia or anxiety disorder.
- A physical impairment or mobility issues, such as difficulty using arms or using a wheelchair or crutches.
- Deaf or a serious hearing impairment.
- Blind or a serious visual impairment uncorrected by glasses.
- A disability, impairment or medical condition that is not listed above.

So that we may assist your learning experience if you have a learning difference or disability, please email any relevant details in confidence to Rasha Al Sarraj, Project Manager, Open Programme:

rasha.alsarraj@princes-foundation.org

If you would prefer to discuss your situation confidentially with a member of staff, please contact the above on +44 (0)20 7613 8547.

Disclosure of this information will not jeopardise your application.

Were you in receipt of a Disabled Students Allowance for your undergraduate studies?

Yes No

Criminal Convictions

To help the College reduce the risk of harm or injury to our students and staff, we must know about any criminal convictions that an applicant has. If you answer “Yes” to question and you are later offered a place, we will write to you to request further details.

Do you have any criminal convictions?

Yes No

Applicant's Statement

Please give your reasons for wishing to attend the course.

In particular you should explain why you have decided to apply to the Icon Painting course and what you hope to gain from your time here; suggest how your participation might enrich the experience of your fellow students, and outline your plans after the course.

Please give any other information you feel to be relevant to your application and continue on a separate sheet if necessary.