



**Bournemouth
University**

Fees Assessment

Bournemouth University has a legal obligation to make sure you are charged appropriate tuition fees. In order to make this assessment, we now require some further information from you. Please complete this form with as much information as possible and return it to us along with copies of all relevant documents. The information you provide on this form will be used only to determine your tuition fees. If you have any questions about this form, please contact internationaladmissions@bournemouth.ac.uk

Section 1: Personal details

Name:

Date of Birth: DD MM YYYY

BU reference:

Course name:

Course start date:

Course level:

Your nationality (if you have more than one nationality, please list them all):

Are you married? Yes/No

Nationality of family members:

Family member	Nationality 1	Nationality 2 (if dual national)
Spouse/civil partner (if you are married)		
Mother/step mother		
Father/step father		
Grandmother		
Grandfather		

Section 3: Residence (continued)

Where have your parents lived for the last 3 years prior to the start of your course?
Please state all addresses below:

Parent(s)' country of residence	Start and end date of parents' residence	Main purpose of parents' residence	Temporary or Permanent employment*

*If your parents' main purpose for residence was employment, please state whether the employment was temporary or permanent.

If you are married, where has your spouse lived for the last 3 years prior to the start of your course?
Please state all addresses below:

Spouse's country of residence	Start and end date of Spouse's residence	Main purpose of Spouse's residence	Temporary or Permanent employment*

*If your spouse's main purpose for residence was employment, please state whether the employment was temporary or permanent.

Section 4: Other details

Are you currently working part time or full time in the UK?

Yes → Give details:

No

Is a member of your immediate family currently working part time or full time in the UK?

Yes → Give details:

No

Are or were either of your parents/grandparents Gurkhas and/or in the British Armed Forces?

Yes

No

Please submit good quality copies of all the following documents which apply to you with this form (**please do not send any original documents**)

Document	Tick
A scanned copy of your passport	
A scanned copy of your current UK visa or evidence of your current immigration status in the UK	
Copies of all UK visas for the last three years prior to the start of your course (if applicable)	
Evidence of Refugee status if this has been granted	
Evidence of family members' current immigration status, if family members are currently in the UK	
Any letters from the Home Office confirming immigration status	

I confirm that all the information I have provided is correct to the best of my knowledge.
I understand that I may need to send more information or evidence, if requested:

Signature of applicant:

Date: DD MM YYYY

Thank you for completing this form. We will contact you shortly to confirm your fees status, or to request further information on any of the above points.

Data Protection Statement

The information provided on this form will be retained by Bournemouth University as part of your applicant file for the purposes of determining your fee status (whether you should pay home or overseas fees) and the data will be held for the duration of your BU course. The data will not be disclosed to any organisation not associated with the University.

Section 5: How to return your form

You can either return your form by post to:

Bournemouth University
International Admissions Team
M301, Melbury House
1-3 Oxford Road
Bournemouth
Dorset
BH8 8ES

OR

By email to:

internationaladmissions@bournemouth.ac.uk

Sending information in an email attachment is quick and easy to do but there is a risk that someone could intercept the information. To minimise the risk we recommend that users should encrypt the information / form prior to emailing it to us or use an alternative method.

Encryption uses a software tool to scramble and lock information into meaningless data for all except the people who have the key ("password") to unlock and descramble the information.

Information for users on how to encrypt their information is available on the website:
www.bournemouth.ac.uk/return-forms

For official use only

Status:

Notes: