# VELUX Scholarship Programme

# Application form – 2016

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| *(Photograph)**compulsory* |

DEADLINE for application:

* 2016 Spring semester: 1 November 2016

This application form should be completed electronically.

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| 1. **STUDENT’S PERSONAL DATA**
 |
| Family Name (Surname) |  |
| First Name (s) (Given name) |  |
| Gender (tick ✓ ) |  | Female |  | Male |
| Date of Birth (dd/mm/yyyy) |  |
| Place of Birth  |  |
| Nationality |  |
| Citizenship |  |
| Permanent address  | Street & No. |  |
| Postal code & City |  |
| Country |  |
| Address for correspondence (if different from above) | Street and No. |  |
| Postal Code & City |  |
| Country |  |
| Telephone No. (remember country code) |  |
| Mobile No. (remember country code) |  |
| E-mail (***regularly checked***!) |  |

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| 1. **Please, specify the institution and field of study you wish to apply for within the VELUX Scholarship programme. Please see the involved institutions and study programmes on page 5.**
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| Name of institution |  |
| Study programme |  |
| Semester (1,2,3, 4, 5, 6 or 7) |  |
| Semester start |  | Spring 2016 |  |  |

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| 1. **ACADEMIC DETAILS (Higher education). Please attach transcript of records.**
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| Name and address of your University/College | Name |  |
| Address |  |
| Telephone/fax |  |
| Web/ e-mail |  |
| Field of study  |  |
| Level of study (Bachelor or Master) |  |
| In which semester are you enrolled now? |  |
| Expected year of graduation |   |
| Notes – if any |  |

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| 1. LANGUAGE COMPETENCE
 |
| Mother Tongue |  |
| **ENGLISH language competence:** |
| Do you have one of the following English tests? | Please tick YES or NO  | Grade/results obtained(please attach a copy of your diploma) | Date of exam (or expected date) |
| YES | NO |
| IELTS  |  |  |  |  |
| Cambridge (FCE, CAE etc.) |  |  |  |  |
| TOEFL |  |  |  |  |
| **Other ENGLISH language tests:** |
| Name of test: | Grade/results obtained | Date of exam (or expected date? |
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| 1. **WORK EXPERIENCE** *(if relevant)*
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| Type of work experience | Company/organisation | Dates | No. of days/months | Country |
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| 1. **Other important activities after you finished your upper secondary education**
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| Type of activity | Company/organisation | Dates  | No. of months | Country |
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| 1. **Have you been abroad? (outside your country of residence)**
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| Which country? | What did you do in the country?(travel, work, study etc.) | Dates | No. of days/months |
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| 1. **Income of you family (monthly income per person). Please attach documents to prove your statement.**
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| Number of persons in your family | Total monthly income of your family(in EUR) | Monthly income of your family per person (in EUR) |
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| 1. **Briefly state the reasons why you wish to apply for the VELUX scholarship programme and why do you think that you are the right candidate? (max. 1 page in English). Please see the attached guide.**
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| Student’s signature |  |
| Place  |  |
| Date |  |

**Please send your application to your home institution for pre-approval!**

**A guide to writing your personal statement**

The personal statement is crucial for the scholarship board to make a decision on your application. Please include all of the following, but you may also add other information you feel is relevant.

1. Your reason for applying for the VELUX Scholarship
2. Why would you like to study in Denmark
3. How your choice of course/semester (in Denmark) fits into your current study programme
4. The aspects of your chosen course/semester (in Denmark) that interest you most
5. Any work experience, placement or voluntary work you have undertaken, particularly if it is relevant to your current study programme. Include the skills and abilities you have gained from these activities.
6. Your social, sport and leisure interests
7. Family circumstances:
* Describe your family
* Your parents’ occupation
* Your parents’ income
* Details of any scholarships or government support
* Details of any other income
1. Your future goals and plans

Your personal statement has to be 1-2 pages (max. 2 pages).

**APPLICATION CHECKLIST**

Please attach all necessary documents to your application! Please notice that incomplete applications will not be taken into consideration!

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| 1. | Completed application form (with photo) |  |
| 2. | Transcript of records (from your current study programme) |  |
| 3. | Documentation of your financial status |  |
| 4. | Recommendation letters from your teachers |  |
| 5. | English language exam (if you have any) |  |
| 6. | Other relevant documentation to proof academic, social and financial status |  |
| 7.  | Copy of passport |  |

The monthly scholarship is 5.486 DKK (before tax). This amount will be sufficient to cover accommodation and living costs. In addition we provide 3.000 DKK to cover travel costs.

Velux scholarship candidates can borrow the study books from the IBA library.

**Institutions and study programmes**

You can apply for one of the following study programmes within the VELUX Scholarship Programme. Please note – you have to choose a semester. It is NOT possible to take subjects from different semesters and study programmes. Please write the chosen institution, study programme and semester in field B) on your application form.

**International Business Academy (IBA)**

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| **STUDY PROGRAMMES** | SEMETERS |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| [AP-Degree in Marketing Management](http://uk.iba.dk/ap-degree-in-marketing-management/) | Feb/Aug | Feb/Aug | Feb/ Aug | ÷ | - | - | - |
| [Top-up BA in Int. Sales and Marketing Management](http://uk.iba.dk/pb-in-int-sales--marketing-management/) | - | - | - | - | Feb/Aug | Feb/Aug | ÷ |
| [AP-Degree in Financial Management](http://uk.iba.dk/ap-degree-in-financial-management/) | Aug | Feb | Aug | ÷ | - | - | - |
| [AP-Degree in (Entrepreneurship & Design Man. (E-Design)](http://uk.iba.dk/entrepreneur-and-design-management-e-design-/) | ÷ | Feb | Aug | ÷ | - | - | - |
| [AP-Degree in Multimedia Design and Communication](http://uk.iba.dk/multimedia-design-/) | ÷ | ÷ | Feb/Aug | ÷ | - | - | - |
| [Top-up BA in Web Development](http://uk.iba.dk/pb-in-web-development/) | - |  - | - | - | Feb/Aug | Feb/Aug | ÷ |

÷ it is not possible to enroll this semester