A Quick Guide to Filling in Application Form

Section 1 – Personal Details

Use this section to complete your personal details.

You should enter your present status e.g. ‘student’ and ‘investment banker’ and the name of your institution in ‘Occupation’.

Section 2 – Course List

Indicate your choice of course or courses here. Full details of courses, their level and prerequisites are shown in online and in the brochure.

Section 3 – Qualifications and General Educational Background

University

State the name or names of any university you have studied at or are currently attending in the relevant Undergraduate or Postgraduate section. If you have not yet taken, or are not currently registered at, either Undergraduate or Postgraduate level, you should state ‘None’ in the section and give details of your School leaving examinations in the Prerequisites course section.

Degree type

Indicate the type of degree you have attained, or are currently taking. For example BA, BSc, LLB, MA, MSc, PhD.

Subject

Enter your main subject of study in this field. If you have finished your School leaving examinations but have not yet attended university, you should leave this field blank.

Result

If you have completed your degree, state the result obtained in this field.

Date degree awarded or expected

Indicate when you were awarded, or expect to be awarded with your degree.

Prerequisite Courses

Some courses have prerequisites which are specified along with individual courses on the web pages and in the brochure. If you are applying for any of these courses, you must give details of the courses you have already taken, or are taking in this blank, in addition to supplying your transcript. These will be considered as evidence to support your qualification. Some courses do not have prerequisites and you should state ‘None’ in this field.
Year Studied

Enter the year you took the course or, if the course is still in progress, indicate when you expect to complete it.

Main textbook used

You should state the author, title and edition of the main textbooks used in your prerequisite study.

Grade

You should indicate any grade that you have achieved in the subject. If your prerequisite course is still in progress you should leave this field blank.

Mathematical/Statistical Background

Some courses require competence in Mathematics/Statistics, please indicate yours if required and ‘None’ if not required in the space. These details should be completed in the same way as the Prerequisite course sections (see above).

English as a Second Language

If English is not your mother tongue, enter the type of the test you have taken (e.g. British Council, IELTS or TOEFL, Cambridge First Certificate), your score score/grade and exam date.

If your university studies were conducted in English, you should supply details on the application form, but need not supply additional proficiency certification.

Academic Referee

Enter the details of a person whom we may contact to comment on your academic suitability for the programme. This should normally be a tutor, academic advisor or someone who can comment on your academic abilities.

Section 4 – General Information

Previous LSE experience (sections 4.1, 4.2, 4.3, and 4.4)

For administrative purposes, please provide the requested information about any prior attendance at the LSE you had. Select ‘Yes’ or ‘No’ to the four questions, and give details in the text box for any question to which you answered ‘Yes’.

Source (section 4.5)

Please indicate how you found out about the Summer School programme by selecting one of the listed options.
Section 5 – Disabled Applicants

The School views applications from disabled students on the same academic grounds as those from others. We strongly recommend you to disclose your disability to us when you fill in the application form so that we can make any necessary, reasonable individual arrangements. Without sufficient notice, we might not be able to organise the adjustments you may require.

Please state the nature of your disability and if you think you might require individual arrangements while you are at the PKU. This includes, but it not limited to, dyslexia/dyspraxia, visual or any physical impairment. Once we have this information, we will contact you directly.

Section 6 - Payment Details

If your employer or an institution will be paying your tuition fees then we will send the invoice to them directly.

Section 7 - Payment Details for the Application Fee

If you wish to pay the application fee by credit card, please fill in your card details very carefully. Unfortunately we are unable to take American Express payments but we can accept Visa, MasterCard, Delta, Switch and Solo.