



# ADMISSIONS REQUIREMENTS

GUIDELINES FOR STUDENTS

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## **De Montfort University Kazakhstan Admissions Requirement- Guidelines for Students**

Whether you are looking for undergraduate or postgraduate study, De Montfort University Kazakhstan is an excellent choice for local and international students choosing to study a UK degree.

This is a guide to the normal entry requirements to join the De Montfort University, Kazakhstan. Admissions and Recruitment staff will study your application, so make sure you include your academic background and personal information when you apply. Each university application is considered on its own merit.

### **1. Who can Apply?**

- Students in the final year of secondary education institutions;
- Students in the final year of technical, vocational, post-secondary and higher education institutions;
- Graduates from secondary, post-secondary or higher education institutions.

### **2. Entry Requirements**

As part of the selection process Admissions and Recruitment staff will consider the following:

#### **Your Qualifications + English Language Proficiency + Personal Statement + Recommendation Letter**

##### **2.1 Qualifications**

For Undergraduate Programme (International Year Zero)

Kazakhstan Qualifications

- Diploma of Secondary Vocational Education with Diploma Supplement;
- UNT (Not Mandatory);

OR

UK Qualifications

- 5 GCSE/IGCSE's at A\*- E, or two GCE A levels (grades A- E), or three GCE AS levels (grades A-E);

OR

International Baccalaureate

- International Baccalaureate IB – a minimum of 20 points;

- International Baccalaureate IB – Middle Years Programme – 28 points with a minimum grade of 3 in each component;

For Undergraduate Programme (Direct Entry/Transfer)

- International College Diploma/A-Level Diploma/Foundation Diploma/IB Diploma/International 12<sup>th</sup> Grade School Diploma/Bachelors Transcript(Incomplete Degree);

For Postgraduate Programme

- Bachelor's Degree Diploma with Diploma Supplement;

## **2.2 English Language**

We care about your success. Having a good foundation in English that you will further develop and enhance during your studies with us will give you the confidence and skills that will set you up to succeed.

The standard entry requirement is

For Undergraduate Programme (International Year Zero)

- IELTS Overall score 5.0 (with no component below 5.0) or TOEFL equivalent. In the cases of TOEFL, we will look at each application on a case by case basis.

For Undergraduate Programme (Direct Entry/Transfer)

- IELTS Overall score 6.0 or TOEFL equivalent. In the cases of TOEFL, we will look at each application on a case by case basis.

For Postgraduate Programme

- IELTS Overall score 6.0 or TOEFL equivalent. In the cases of TOEFL, we will look at each application on a case by case basis.

If you haven't reached this score just yet, students with a lower IELTS score can still apply to the university. To help you reach the English Language entry requirement, you may want to enrol on either a 4-week, 8 week pre-sessional DMU English programme at Centre for English Language Learning (CELL).

If you have:

- IELTS Score 4.0-5.0 (with components below 5.0): 8 - week pre-sessional English programme

Or

- IELTS Score 5.5 – 6.0 (with components below 6.0): 4 - week pre-sessional English programme

Visit <https://dmuk.edu.kz/our-course-dates-and-details/> to register with CELL.

## **2.3 Personal Statement**

As part of the selection process we will ask you to submit a short statement to describe your ambitions, skills, and experience to university admissions staff. Your personal statement supports your application to study at the university. It's a chance for you to say why you'd like to study a particular course or subject, and what skills and experience you possess that show your passion for your chosen field.

Here are some ideas to help you get started:

- Look at course descriptions and identify the qualities, skills, and experience it requires – you can use these to help you decide what to write about.
- Tell us why you're applying – include your ambitions, as well as what interests you about the subject and the university
- Think about what makes you suitable – this could be relevant experience, skills, or achievements you've gained from education, work, or other activities and projects.
- Include any clubs or societies you belong to – sporting, creative, or musical.
- Mention any relevant employment experience or volunteering you've done.
- If you took part in a higher education taster course, placement, or summer school, or something similar, include it.

## **2.4 Recommendation/Reference Letter**

Official statement from Education Institution/Company Senior Staff is required as regards applicant's potential to successfully study at chosen programme. This also works as validation of achievements/qualities stated in applicant's personal statement.

## **3. How do I Apply?**

Applying to DMUK is easy. As a prospective student you can apply using our online application form:

1. Log into the system <https://dmuk.heiapply.com/application> and create your personal account.
2. Fill out the application form – Upload the required documents – Submit.
3. Application Fee - Pay your application fee - 45, 000 KZT (The application fee is non-refundable).

Please note, we can only review your application once we have received complete application form and received your application fee.

#### **4. What happens after I Apply?**

You'll then receive one of the following decisions by email:

Conditional offer – you still need to submit outstanding documents. Your place will be reserved until you meet the rest of the entry criteria.

Unconditional offer – you meet the entry criteria and have submitted all necessary documents. Your place will be reserved until you accept or decline your offer. If you accept, you'll be required to pay a deposit.

Alternative course – you do not meet the entry criteria for the course you applied for, but your application shows you are suitable for another similar course.

Unsuccessful - you do not meet the entry criteria. Where possible we will try to match you with an alternative course.

#### **5. I've received an Offer Letter – What's next?**

Congratulations upon receiving your offer of a place at DMUK. You will then need to do the following:

- 1 Make sure you can meet the conditions if your offer is conditional. Accept your offer of a place via your profile at <https://dmuk.heiapply.com/>.
- 2 Once you have accepted your place you will need to pay a security deposit of \$2500. For more information on payments visit <https://dmuk.edu.kz/fees-and-funding/>.
- 3 Bring the following original documents (that you have submitted to your student admissions account and additional documents by admissions request) on campus registration day:
  - Identity document or passport;
  - Nationally recognized certificate stating completion of a secondary school, technical, vocational or post-secondary school or university or bachelor's degree certificate or diploma of a specialist with transcript;
  - IELTS Certificate;
  - Medical Documents - 075Y form, X-Ray Results, COVID Passport;
  - And other documents by request;
- 4 Sign the Student Contract with DMUK.

Successful study at University stems from a partnership between students and staff, and the University is committed to providing you with a learning environment and student services which enable you to fulfil your potential. Underpinning this partnership, the University has a supportive set of regulations, policies and procedures. These, along with

the Terms and Conditions of Admissions, form the contract between you and the University in relation to your studies at the University. You should familiarise yourself with these documents, particularly those that are most likely to be relevant to you.

- 5 Payment for Term 1 – students will need to pay the first instalment of their fees. This amount will be 50% of the total fee.
- 6 Congratulations you are now enrolled.
- 7 Students will be invited to participate in an orientation week before the start of their classes.

## **6. Tuition Fees**

We set our fees so that students receive high-quality and distinctive education while enjoying excellent facilities and a fantastic experience.

All information on tuition fees for full-time students is available at <https://dmuk.edu.kz/fees-and-funding/>.

## **7. Payment of Fees**

The University does not accept cash payment. You can pay fees using our online portal or by bank transfer <https://dmuk.edu.kz/payments/>.

### **7.1 When do I pay my fees?**

For full time students who are self-funded and enrolling in September, payments can be made in two instalments:

<u>Instalment</u>	<u>Deadline</u>	<u>Amount</u>
1	31 <sup>st</sup> August	50%
2	31 <sup>st</sup> December	50% (this is the remaining balance)

### **7.2 Late and Non-Payment of Fees**

Self-funding students are required to pay their fees promptly (in line with payment deadlines) and are not expected to enrol without funding in place to finance their studies. In exceptional circumstances, students unable to meet a fee payment deadline or with any concerns regarding their fees must contact the Admissions staff at the earliest opportunity.

### **7.3 Requesting to withdraw**

If you have started your DMUK course but decide to leave the course permanently, you can submit a request to withdraw. Please note, you may be liable for all or part of the tuition fee depending on when you withdraw from the course. Your security deposit is non-refundable. More information on refund terms and conditions can be found [here](#).

### **7.4 Early Bird Discount**

The 5% Early Bird Discount seeks to award local and international students who choose to begin a new course or continue their studies and gain qualification at DMUK. To be eligible applicant has to submit the application form and pay certain fees by stated deadline.

- Eligible for all new intakes for full-time Bachelors and Masters programmes;
- The Early Bird Discount is awarded as a fee waiver and is not a cash sum;
- Students who are eligible for the Early Bird Discount will be automatically considered, there is no separate application form;
- If you defer your offer to the following year the Early Bird Discount is no longer applicable;
- DMUK reserves the right to withdraw the scheme at any point;
- The University's decision is final and cannot be challenged; there is no right of appeal;

#### Further Information

- All fee reductions are applied to the final instalment of tuition fees;
- Students who do not pay their tuition fee instalments by the dates stated in their Confirmation of Acceptance for Studies Form will lose their entitlement to a discount;
- Discounts are only available to self-funded students;
- Discounts are limited and available on a first come first served basis;

### **7.5 Family Loyalty Discount**

The Family Loyalty Discount is for local and international students. It entitles you to 10% off your course fees for each year of a full-time course, whether that is an undergraduate degree, postgraduate degree or English language course.



When two or more family members register at the same time the family discount is split between them, i.e. two family members would each receive a 5% discount.

You must be the sibling, spouse or child of someone who is either currently studying on a full-time programme at DMUK:

- Siblings: you and your sibling can have one or both parents in common.
- Children/parents: you can be related by blood or by marriage.
- Spouses: You can become eligible for this discount by marrying someone who is currently studying at the University.

To apply for a Family Loyalty Discount, you must complete the Family Loyalty Discount Form /or section and upload this to your application portal. We recommend that you apply when registering for your course, or soon after. Applications cannot be accepted more than four months after your course start date. DMU Kazakhstan Admissions Team will consider your application and let you know whether it has been approved.

**If you are uncertain about your eligibility or have any other queries about discounts, please contact DMU Kazakhstan Admissions Team.**