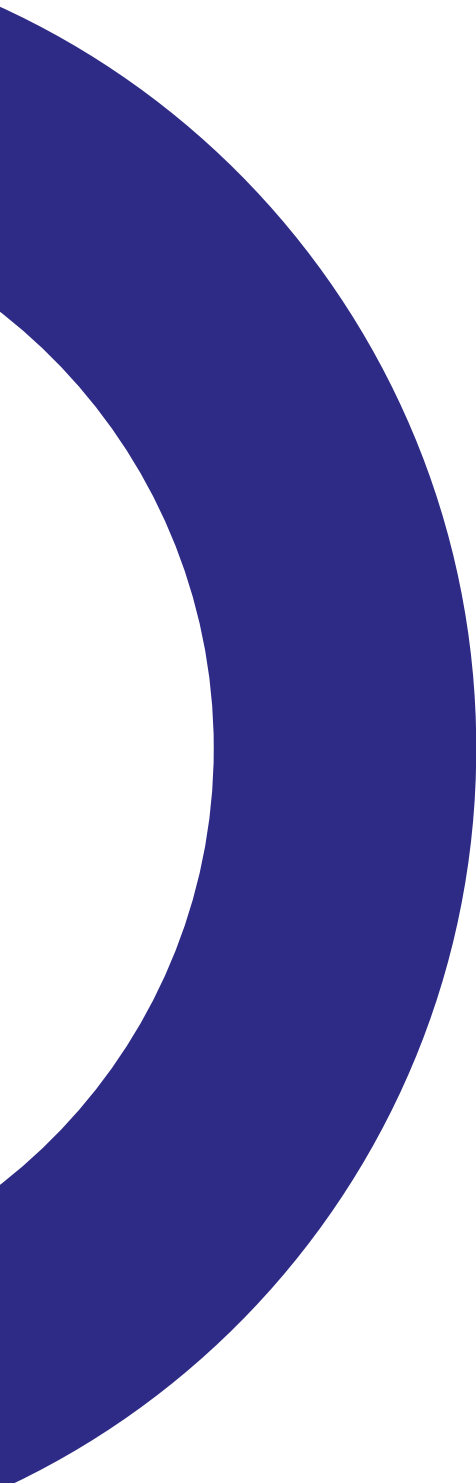


COMPLETING AN APPLICATION



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CREATING AN ACCOUNT

Upon clicking the link to apply for your course the following screen will appear.

It will display the details of the course that will be applied for and the log in options.

Email verified. Log in but the application form did not display.

The screenshot shows the Solent University application portal. At the top left is the Solent University logo, and at the top right is the text "Enquiries and Applications". Below the header, it says "Logged In:". The main content area is titled "Your Application" and contains a table with the following data:

Selected Course	Course Code	Course Sequence	Start date	Mode of Attendance	Academic Year
1. MSc International Maritime Business	DIXXMAMB01FCSX1	0001	25/Sep/2023	FULL-TIME	2023/24

Below the table, there is a message: "You are applying for MSc International Maritime Business to start in September 2023. Please log in using your email address and password below. If you have not applied to us using the online application form before, please select New User." To the left of this message is a "Login" section with input fields for "Email Address*" and "Password*", a "FORGOTTEN PASSWORD" button, and a red "LOG IN" button. To the right is a "Create a new user" section with a red "NEW USER" button.

Returning applicant

If an application has already been made to Solent for September 2023 entry onwards then an e-mail address and password would have been created previously. These can be used to log in and start the new application under the 'Login section' shown below.

Logged in but the application form did not display.

Login

Email Address*

Password*

FORGOTTEN PASSWORD

LOG IN

Input your username and password and click

LOG IN

You will receive the following message.



SOLENT UNIVERSITY
SOUTHAMPTON

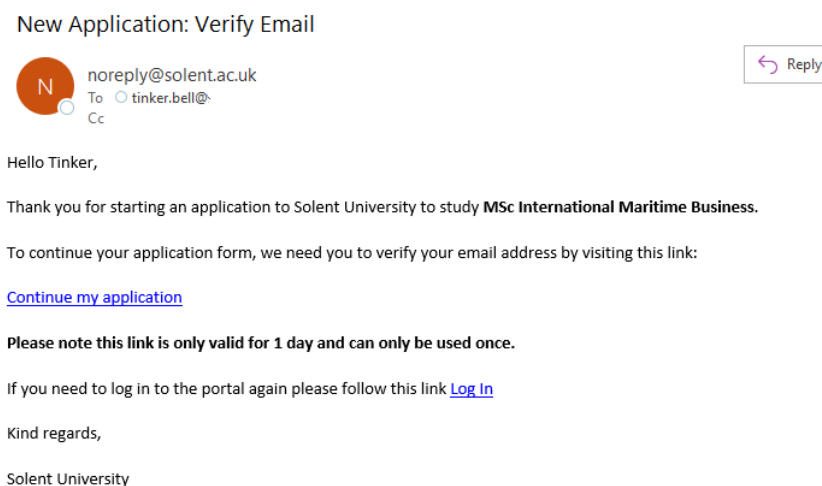
You are applying for MSc International Maritime Business to start in September

Next steps

Thank you for applying.
An email has been sent to tinker.bell@sits containing a verification link.
Please click the link in the email to verify your email address and then complete the application form.
Please note this link is only valid for 1 day.

In your verification e-mail click on the '[Continue my application](#)' which will verify your e-mail address.

'Continue my application' link to click on was not present in the verification email received.



New Application: Verify Email

N noreply@solent.ac.uk
To tinker.bell@sits
Cc

Reply

Hello Tinker,

Thank you for starting an application to Solent University to study **MSc International Maritime Business**.

To continue your application form, we need you to verify your email address by visiting this link:

[Continue my application](#)

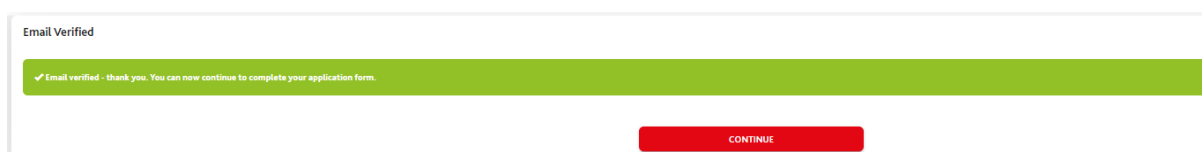
Please note this link is only valid for 1 day and can only be used once.

If you need to log in to the portal again please follow this link [Log In](#)

Kind regards,

Solent University

You will be directed to the following message to show your e-mail has been verified.

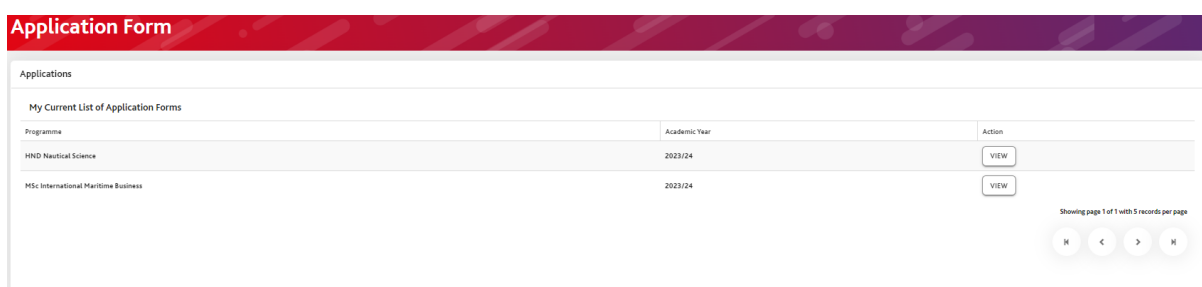


Email Verified

✔ Email verified - thank you. You can now continue to complete your application form.

CONTINUE

Click **CONTINUE** to see the screen below and click **VIEW** next to the application you want to complete.



Application Form

Applications

My Current List of Application Forms

Programme	Academic Year	Action
HND Nautical Science	2023/24	VIEW
MSc International Maritime Business	2023/24	VIEW

Showing page 1 of 1 with 5 records per page

« ‹ › »

New Applicant

If this is the first application made to Solent for September 2023 entry onwards then click 'New user' in the section shown below.

Create a new user

Create New User

You will see a screen with 3 sections that need to be completed. This information is required to create your user account, which will then allow you to log back into the system to see your applications and complete future ones.

Complete the fields as shown below.

Create New User

Enter your details below. Please enter your official first name as it is (or would be) displayed on your passport. If you only have one name please enter this in the family name field.

Please enter your official surname, or family name, as it is (or would be) displayed on your passport.

Title	<input type="text" value="Please select"/>
First Name	<input type="text"/>
Forename 2	<input type="text"/>
Forename 3	<input type="text"/>
Family Name *	<input style="background-color: #f8d7da;" type="text"/>
Date of Birth *	<input style="background-color: #f8d7da;" type="text"/>
Gender	<input type="text" value="Please select"/>

Login Details

The e-mail address used in this section MUST be a personal e-mail and NOT a school/college/university e-mail address.

The password must be 10 characters or more and contain at least 1 uppercase letter

Login Details

You must use your personal email address, and not a school/college or University email account.

Email Address*	<input style="background-color: #f8d7da;" type="text"/>
Confirm Email Address *	<input style="background-color: #f8d7da;" type="text"/>
Password*	<input style="background-color: #f8d7da;" type="text"/>
Confirm Password*	<input style="background-color: #f8d7da;" type="text"/>

Consent Confirmation Questions

You must tick the 2 consent boxes and click

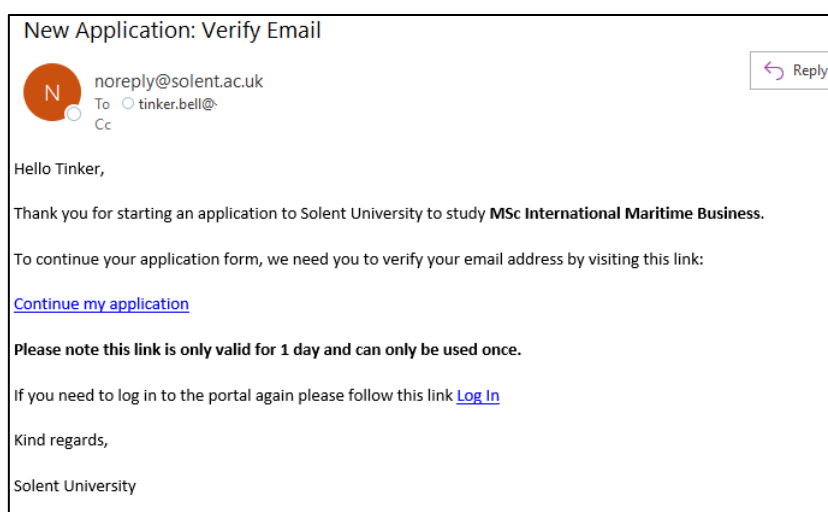
This will generate an e-mail to the e-mail address added under Login Details section above.

Consent Confirmation Questions

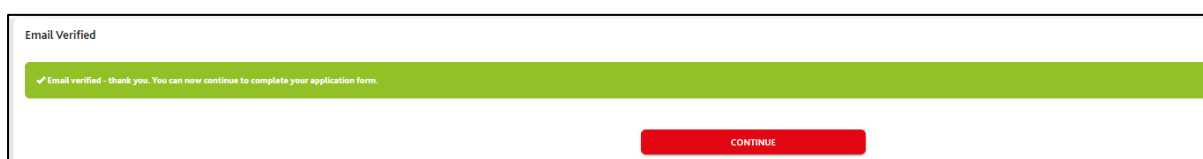
I consent to allowing the university to process my data in accordance with what is needed to progress my application

I consent to allowing the university to contact my references following the submission of my application (if supplied).

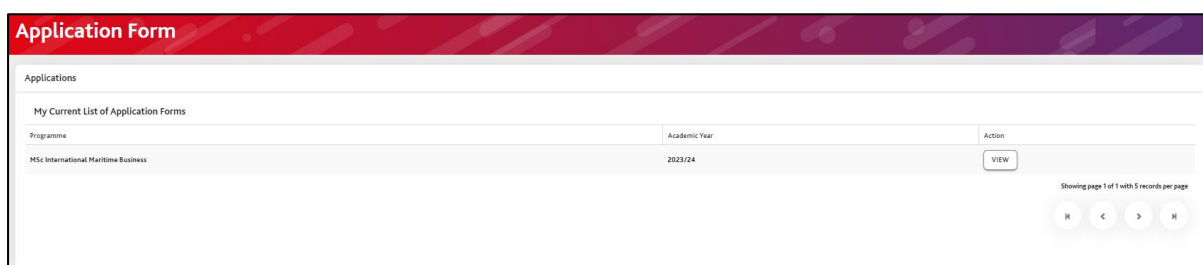
In your verification e-mail click on [Continue my application](#) which will verify your e-mail address.



You will be directed to the following message to show your e-mail has been verified.



Click to see the screen below and click next to the application to complete the application.



The following screen will be displayed. As you complete each section a GREEN tick will appear and once all sections are complete the application can be submitted for review.

My Application Form

Instructions

Thank you for starting an application to study with us.

As you complete the application form, mandatory fields will be indicated via an asterisk (*). Other fields are optional but will help us to assess your application quickly. Some fields will have a help function with additional information.

You can exit the application at any time and log back in later to complete it but you must submit the application before the submission deadline or the application will be deleted automatically.

If you inform us that you are using an agent with whom we already have an agreement, you can give your consent for us to give them access to your application and associated records including your personal details. This will enable the agent to perform some actions on your behalf while acting as your representative. You can remove consent to the agent's access at any time.

Sections


All sections must be completed before submitting. Sections can be completed in any order.

Section	Status	Action
Personal Details	*	<input type="button" value="EDIT"/>
Contact Details	*	<input type="button" value="EDIT"/>
Passport and Residency Details	*	<input type="button" value="EDIT"/>
Agent Details	*	<input type="button" value="EDIT"/>
Qualifications	*	<input type="button" value="EDIT"/>
English Proficiency	*	<input type="button" value="EDIT"/>
Personal Statement	*	<input type="button" value="EDIT"/>
Experience	*	<input type="button" value="EDIT"/>
Reference	*	<input type="button" value="EDIT"/>

Application Summary

Programme	BSc (Hons) Sport Performance Coaching - YR 1 ENTRY
Start Date	25/Sep/2023
Expected End Date	30/Jun/2024
Study Mode	Full-time
Application Fee	
Submission Deadline	

DOCUMENT UPLOAD INFORMATION

You will see this button  in the areas where you can upload a document.

You may upload as many documents as you like to support each area of the application as long as each one is under 1.5Mb in size.

Acceptable document types are:

doc, docx, pdf, jpg, jpeg, exif, tiff, raw, bmp, gif, xls, xlsx, rtf, txt and msg

Where possible, please ensure you clearly name each document before uploading to your application.


For example:

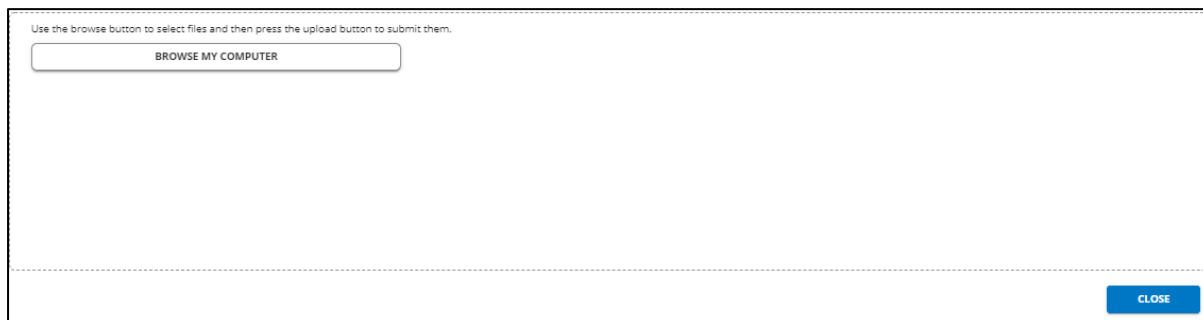
Passport.jpeg

Reference1.doc

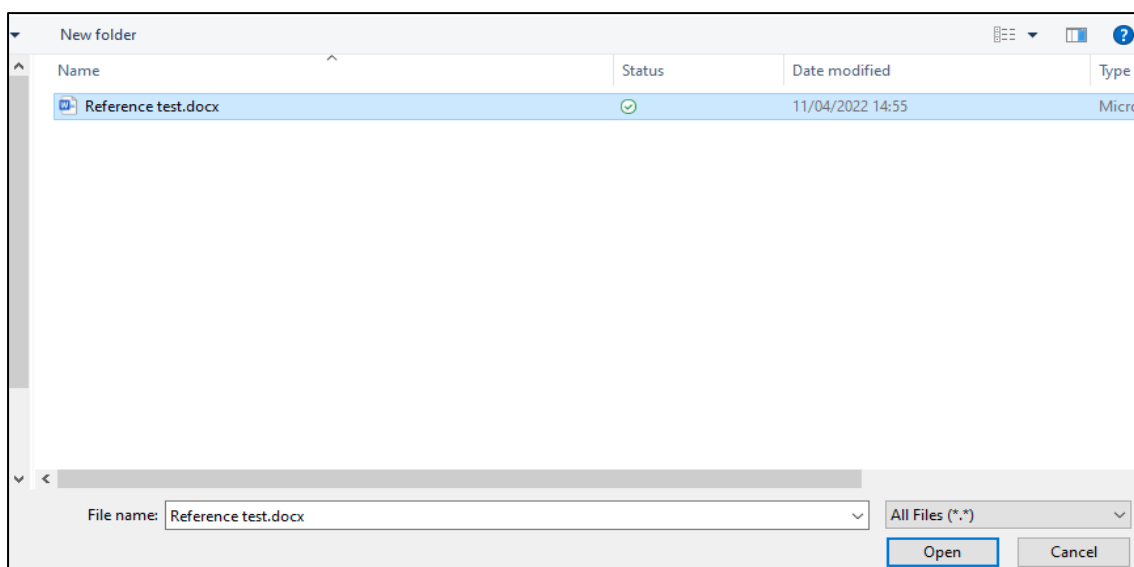
CV.doc

Degree certificate.jpeg or Transcript.jpeg

When you click the  button, the following screen will show

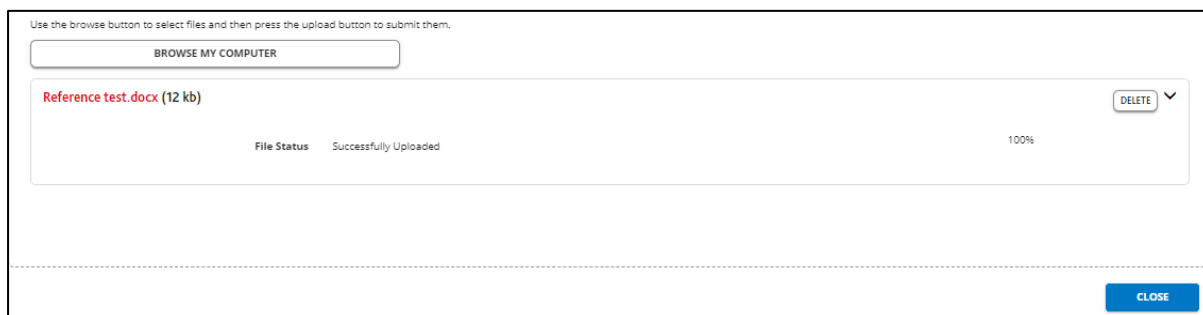



Click into **BROWSE MY COMPUTER** and select the document you wish to upload from your files. CLICK



The document will then upload, and the document will be updated as shown below. If you want to add another document, click into BROWSR MY COMPUTER again and repeat the process.

If there are no more documents to upload, then click  button



You will then see the upload button now has a number added.  In this example it is showing 1 as 1 document has been uploaded

This will change depending on the number of documents that have been uploaded.

PERSONAL DETAILS

Please enter your personal details in this screen.

Any fields marked with an '*' are mandatory and must be completed.

If your name was Harry Arthur Percival Potter then you would enter:-

First Name (also known as Forename) e.g. **Harry**

Second Forename (also known as middle name) e.g. **Arthur**

Third Forename (also known as second middle name) e.g. **Percival**

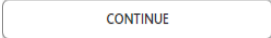
Family Name (also known as Surname or Last Name) e.g. **Potter**

Title*	<input type="text" value="Mr"/>		
First Name	<input type="text" value="Harry"/>		
Second Forename	<input type="text" value="Arthur"/>		
Third Forename	<input type="text" value="Percival"/>		
Family Name*	<input type="text" value="Potter"/>		
Date of Birth*	Date	Month	Year
	<input type="text" value="01"/>	<input type="text" value="06"/>	<input type="text" value="2002"/>
Preferred First Name	<input type="text" value="Tinker"/>		
Previous Family Name	<input type="text"/>		
Gender*	<input type="text" value="Male"/>		
Have You Previously Applied to or Studied With Us?*	<input type="text" value="No"/>		

Once you have completed the screen click on  You will see the following screen.

Complete

✔ Thank you for completing this section of your application. Please click the continue button to complete the rest of your application

Click  on at the bottom of the screen and it will take you back to the main application page

CONTACT DETAILS

Current Home Address

This Should be your permanent place of residence

'Overseas' Students

Your 'Overseas' address must remain as your 'Home' address. You can add your 'Local' address in the 'Current Contact Address' address field

Current Home Address

Edit your Current Home Address

Country*	<input type="text" value="England"/>
Postcode*	<input type="text" value="PO7 8QT"/>
Address Line 1*	<input type="text" value="Fairy Glenn"/>
Address Line 2*	<input type="text" value="Waterlooville"/>
Address Line 3	<input type="text"/>
Address Line 4	<input type="text"/>
State/County/Province	<input type="text" value="Hampshire"/>
Telephone Number	<input type="text" value="07917123456"/>

Country – Click on the downward arrow to use the dropdown list of countries. Click on the country name to add it to the field as shown below.

(UK students should select England, Ireland, Northern Ireland, Scotland, or Wales)

Country*

Postcode is also known as Zip Code or State Code. This field is mandatory and needs to be completed

Example of Post Code	Postcode*	<input type="text" value="PO7 8QT"/>
Example of Zip Code	Postcode*	<input style="border: 2px solid red;" type="text" value="35004"/>
Example of State Code	Postcode*	<input type="text" value="100001"/>

Phone Number should include area code (If applicable) e.g. +44 12345 678910

Once you have completed the screen click at the bottom of the screen

Current Contact Address

This is the address where you are currently living

(Please complete even if this is the same as your 'Current home Address')

Current Contact Address

Edit your Current Contact Address

Country*	<input type="text" value="England"/>
Postcode*	<input type="text" value="PO7 8QT"/>
Address Line 1*	<input type="text" value="Fairy Glenn"/>
Address Line 2*	<input type="text" value="Waterlooville"/>
Address Line 3	<input type="text"/>
Address Line 4	<input type="text"/>
State/County/Province	<input type="text" value="Hampshire"/>
Telephone Number	<input type="text" value="07917123456"/>

Once you have completed the screen click on

Current E-mail & Mobile

Complete your current mobile number and e-mail address (E-mail address used in this section MUST be a personal e-mail and NOT a school/college/university e-mail address.)

Current Email and Mobile

Edit your Current Email and Mobile

Mobile*	<input type="text" value="07917123456"/>
International Mobile	<input type="text"/>
E-mail address*	<input type="text" value="tinker.bell@sits.dev.mail.solent.ac.uk"/>

Once you have completed the screen click on

below click

Complete

✔ Thank you for completing this section of your application. Please click the continue button to complete the rest of your application

PASSPORT DETAILS

Primary Passport Details

Country of birth – This is the country in which you were born (as shown on your birth certificate or passport)


To upload a copy of your passport, click on  button (refer to Document Upload Information section if required).

Passport and Residency Details

Please tell us your passport details and residency status information.

Primary Passport Details

Country of Birth*	<input type="text" value="Please select the country in which you were born."/>		
Legal Nationality (As on Passport)*	<input type="text" value="Choose an option"/>		
Passport Number	<input type="text"/>		
Date of Issue	Date	Month	Year
	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>
Date of Expiry	Date	Month	Year
	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>


Upload Passport 

Please upload the information page of your primary passport

If you have a dual nationality, then complete the following section.

Dual Passport Details

Dual Nationality	<input type="text" value="Choose an option"/>		
Passport Number	<input type="text"/>		
Date of Issue	Date	Month	Year
	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>
Date of Expiry	Date	Month	Year
	<input type="text" value=""/>	<input type="text" value=""/>	<input type="text" value=""/>

Upload Passport 


Please upload the information page of your dual passport

Country of residence – this is where you are currently living


Residential Category – If your residential category is not listed in the dropdown select ‘Other’

Once you have completed the screen click on **NEXT** and once on the screen below click

AGENT

Do you have an agent? - Select Yes or No by clicking on the dropdown 

If yes select from drop down and click **NEXT**

Click on the  to show the dropdown list for all agents that you are able to select.

(Please note only authorised agents working with Solent University can be selected on this screen)

You must click **'Consent'** to allow your agent to see and manager your application

Agent

If you have been referred to the University by an agent and you know the details of your agent please find and select your agent using the dropdown below. This will ensure that your application is linked to the correct agent, and that all correspondence is sent to the agent email as well as yourself.
Please note that by selected a designated agent you will be giving them full access to all data relating to your application including the ability to provide or amend information on your behalf.
If your Agent or Agency is not listed, please select "Other" and fill in the additional details. We will not send them your details but it is helpful for us to know your agents details.

Agency Name*

I consent to the agent seeing my full application record including personal details and give them permission to act on my behalf in relation to this application.*

Once you have completed the screen click on and once on the screen below click

Complete

✔ Thank you for completing this section of your application. Please click the continue button to complete the rest of your application

If your agent is not recognised by the University, please click and reselect the agent section and answer 'No' to the original question.

Agent

Do You Have An Agent?*

Once you have completed the screen click on and once on the screen below click

Complete

✔ Thank you for completing this section of your application. Please click the continue button to complete the rest of your application

QUALIFICATIONS

Application Qualifications

Highest Level of Qualification - This is the qualification that you expect to have obtained before starting your course at university.

Example – UK

If at college then highest qualification is likely to be A/AS level, BTEC

If at University then highest qualification is likely to be HNC, HND, Foundation Degree

NON-UK

If highest qualification if not on list and currently at college pick the qualification that is nearest to your award i.e. Award at Level 3, other qualification level not known etc.

If highest qualification if not on list and currently at university pick the qualification that is nearest to your award i.e., Non UK First degree, Non UK Masters, Other qualification at Level 5, Other qualification at Level 6 etc.

Select the name of the last institution you attended.

- If you are unable to find an institution in the last institution table, then please select either 'UK Further Education College' or 'A non-UK school or university' - whichever is most relevant.

Application Qualifications

What Is the Highest Level of Qualification That You Expect to Have Before Starting This Course?*

Award at level 3 ▼

What is the last institution that you attended?*

Southampton City College

Enter your education details by filling in the details in each of the fields. Example below.

Institution/School/College -

You could still be studying at this institution. If the institution name is not showing, then pick 'Other' from the list

If your subject is not showing type 'Other' another box should then appear and you can type in the qualification name

Institution / School / College Solent University (Southampton) Solent University (Southampton)

Type of Qualification Academic ▼

Select Qualification Bachelor Degree x ▼

Select Subject Electronic Engineering Electronic Engineering

Completed? No ▼

Completion/ Expected Completion Date

Date: 06 ▼ Month: 06 ▼ Year: 2022 ▼

Please Upload Your Evidence **UPLOAD** 0

NEXT QUALIFICATION

You can enter more than one qualification by clicking NEXT QUALIFICATION after you fill in the first set of details.

If you have any professional qualifications, then Under 'Type of Qualification' select 'Professional' and 'Other' as qualification. Then free type the name of the qualification in 'Qualification Name' box

Type of Qualification	<input type="text" value="Professional"/>
Select Qualification	<input type="text" value="Other"/>
Qualification Name	<input type="text"/>


When you have added all your qualifications click on **FINISH** and once on the screen below click


Complete
<p>✔ Thank you for completing this section of your application. Please click the continue button to complete the rest of your application</p>
<input type="button" value="CONTINUE"/>

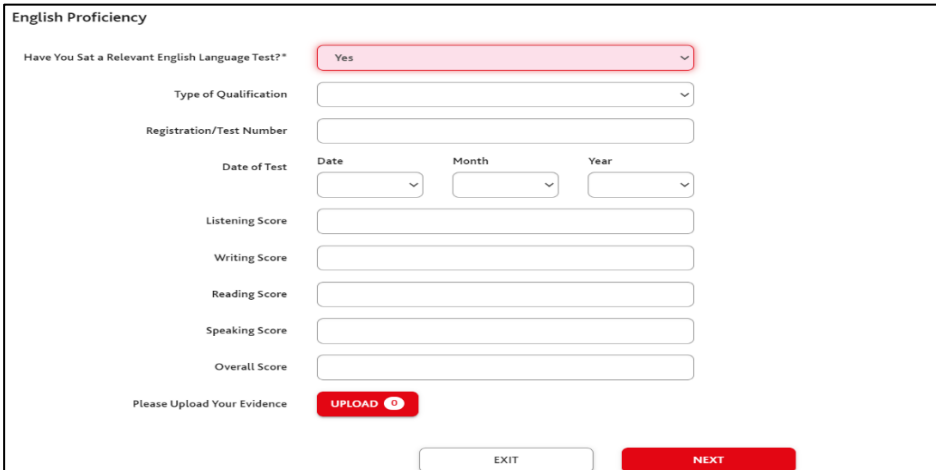
ENGLISH PROFICIENCY

For the purpose of this section a relevant English Language Qualification is a qualification such as IELTS, Duolingo, Pearsons etc. that has tested the 4 elements of Listening, Writing, Reading, and Speaking.


If you have taken an IGCSE English or English within a qualification such as an International Baccalaureate, then you need to add this under the QUALIFICATION section of the application form.

Have you sat a relevant English Language test?- Select Yes or No by clicking on the  to access the dropdown list.

If 'yes' complete the rest of the details on the screen. Using  the to access the dropdown lists where required




The screenshot shows a form titled "English Proficiency". The first question is "Have You Sat a Relevant English Language Test?*" with a dropdown menu set to "Yes". Below this are several input fields: "Type of Qualification" (dropdown), "Registration/Test Number" (text), "Date of Test" (three dropdowns for Date, Month, and Year), "Listening Score", "Writing Score", "Reading Score", "Speaking Score", and "Overall Score" (all text). At the bottom, there is a red "UPLOAD" button with a document icon, and "EXIT" and "NEXT" buttons.

To upload a copy of your English Language certificate, click on  button (refer to Document Upload Information section if required).

If 'No' click  to select from the dropdown list.

English Proficiency

Have You Sat a Relevant English Language Test?* No 

Type of Qualification

Registration/Test Number

Date of Test

Date	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>


Listening Score

Writing Score

Reading Score

Speaking Score

Overall Score

Please Upload Your Evidence UPLOAD 

NEXT

Once you have completed the screen click on NEXT and once on the screen below click

Complete

✔ Thank you for completing this section of your application. Please click the continue button to complete the rest of your application

PERSONAL STATEMENT

Your statement should be a minimum of 500 characters and a maximum of 5000 and **must** include


- Your reason for choosing this course
- How your programme choice fits with your future career plans
- What interests you about your chosen subject

You may also like to consider some of the following points:

- any work experience, placement, or voluntary work you have done, particularly if it is relevant to your subject. You may want to include skills and experiences you have gained from these activities
- Your social, sports or leisure interests

If you are an international student you should also include:

- Reasons for wishing to study in the UK
- What evidence you have to show that you can complete a higher education course that is taught in English

Do you have a personal statement to upload? - Select Yes or No by clicking on the  to access the dropdown list.

If 'yes' select from the dropdown and click on **UPLOAD 0** button (refer to Document Upload Information section if required).

Personal Statement

Do You Have a Personal Statement to Upload?*

Yes ▼

Please Upload Your Personal Statement **UPLOAD 0**

EXIT **NEXT**

If 'No' select No from the dropdown and type or copy your personal statement into the box.

Personal Statement

Do You Have a Personal Statement to Upload?*

No ▼

Please Type Your Personal Statement (You Must Specify a Minimum of 500 Characters)

EXIT **NEXT**

If you go over the 5000 characters available in this field the following error message will be shown

Error submitting answers

The values for the following fields are invalid

Field Please Upload Your Personal Statement=Please upload your personal statement

If this happens, either reduce the wording within the text box until it is accepted or the preferred option to save your personal statement as a document that you can upload instead.

Once you have completed the screen click on **NEXT** and once on the screen below click **CONTINUE**

Complete


✔ Thank you for completing this section of your application. Please click the continue button to complete the rest of your application

CONTINUE

PROGRAMME RELATED INFORMATION


EXPERIENCE

If you have a C.V. then you can upload this instead of completing the screen manually.

Click on  button (refer to Document Upload Information section if required).

Experience

Please upload a copy of your CV and detail any relevant experience. If you do not have a CV or relevant experience please click Finish.

Please Feel Free to Upload a CV If You Have One 

Employer Details

Employer Name

Address 1

Address 2

Address 3

Address 4

Postal/Zip Code




Country

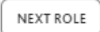
Job Title and Main Duties



Full Time/Part Time

Date of Appointment Date Month Year

End Date (If Applicable) Date Month Year


  

If you are manually completing the screen and have had multiple roles use the  button to add another Employer.


Once you have completed the screen click on  and once on the screen below click .


Complete

✔ Thank you for completing this section of your application. Please click the continue button to complete the rest of your application



REFEREE

Do you have a reference to upload? - Select Yes or No by clicking on the  to access the dropdown list.


If 'yes' select from the dropdown and click on  button (refer to Document Upload Information section if required).

Complete the rest of the details on the screen

Referee

Please feel free to upload your references if your referee has given you a copy, or select 'No' and provide details of your referee and we will contact them directly.


Do You Have a Reference to Upload?*

Upload Reference 

Type of Reference*

Name*

Institution/ Company*

If No select No by clicking on the  to access the dropdown list. Complete the rest of the fields on the screen.

An e-mail address **must** be added for the referee.

Referee

Please feel free to upload your references if your referee has given you a copy, or select 'No' and provide details of your referee and we will contact them directly.

Do You Have a Reference to Upload?*

Type of Reference*

Name*

Relationship to You?

Position

Institution/ Company*

Postal/Zip Code

Address Line 1

Address Line 2

Address Line 3

Address Line 4

Country


Phone Number

Email Address

Once you have completed the screen click on  and once on the screen below click 

Complete

✔ Thank you for completing this section of your application. Please click the continue button to complete the rest of your application



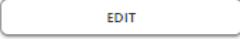
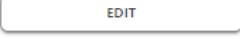
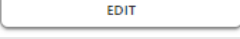
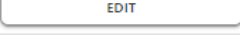
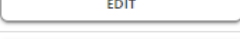
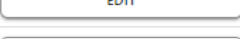
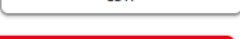



SUBMITTING THE APPLICATION

In order to submit the application, the status next to each section must display a green tick.

Sections

All sections must be completed before submitting. Sections can be completed in any order.

Section	Status	Action
Personal Details	✔	
Contact Details	✔	
Passport and Residency Details	✔	
Agent Details	✔	
Qualifications	✔	
English Proficiency	✔	
Personal Statement	✔	
Experience	✔	
Reference	✔	



You will also see the progression bar across the top of the screen will also display the completed sections with a green tick



Personal Details Contact Details Passport Agent Qualifications English Proficiency Personal Statement Programme Related Information Experience Reference

Once each section is completed a  button will show. Click to submit.

Instructions

Thank you for starting an application with us on behalf of one of your clients.

As you complete the application form, mandatory fields will be indicated via an asterisk (*). Other fields are optional but will help us to assess the application quickly. Some fields will have a help function with additional information.

You can exit the application at any time and log back in later to complete it but the application must be submitted before the submission deadline or the application will be deleted automatically.

By providing the information to us, you are confirming that you have consent from the prospective student to provide us with their personal information and that you have consent to continue to perform actions and receive updates on their behalf.

Sections

All sections must be completed before submitting. Sections can be completed in any order.

Section	Status	Action
Personal Details	✔	<input type="button" value="EDIT"/>
Contact Details	✔	<input type="button" value="EDIT"/>
Passport and Residency Details	✔	<input type="button" value="EDIT"/>
Agent Details	✔	<input type="button" value="EDIT"/>
Qualifications	✔	<input type="button" value="EDIT"/>
English Proficiency	✔	<input type="button" value="EDIT"/>
Personal Statement	✔	<input type="button" value="EDIT"/>
Experience	✔	<input type="button" value="EDIT"/>
Reference	✔	<input type="button" value="EDIT"/>

Application Summary

Name:	Joe Bloggs
Programme:	BSc (Hons) Sport Coaching - YR 1 ENTRY
Start Date:	25/Sep/2023
Expected End Date:	30/Jun/2024
Study Mode:	Full-time
Application Fee:	
Submission Deadline:	

Submit your application

Once you have clicked to submit your application you will see the following page.

Submit your application

Your Uploaded Evidence

Your Uploaded Evidence Per Stat TEST Doc2.docx (12KB)
Ref TEST Doc4.docx (12KB)
CV TEST Doc3.docx (12KB)
Passport TEST Doc5.docx (12KB)

Data Protection Statement

By ticking the checkbox below and submitting your completed online application form, you are consenting to Solent University holding and using the information provided in accordance with the provisions of Data Protection Act 1998. The University's full Data Protection Policy can be found [here](#).

The information that you provided on your application form will be used for the following purposes:

- To enable your application for entry to be considered and allow our Admissions Advisors, where applicable, to assist you through the application process;
- To enable the University to compile statistics, or to assist other organisations to do so. No statistical information will be published that would identify you personally
- To enable the University to initiate your student record should you be offered a place at the University.

We will only contact you via email, SMS, phone or post with information relevant to your enquiry / application including updates on events, courses, general university updates (for example, finance or accommodation information) and any other news to help you make an informed decision about university. For more information on how your data is stored, used and shared view our [Privacy Statement](#)

Declaration

By ticking the checkbox below and submitting your completed online application form, you are confirming that the information given in this form is true, complete and accurate and that no information requested or other material information has been omitted.

You are also confirming that (where applicable) your consent is given to discuss matters relating to immigration status and/or Student Visa (General) application with UK Visas and Immigration (UKVI) and for UKVI to release any information relating to these matters to Solent University.

All applicants should note that the University reserves the right to make without notice changes in policies, requirements, courses, fees etc at any time before or after a candidate's admission. Admission to the University is subject to the requirement that the candidate will comply with the University's registration procedure and will duly observe the Charter, Statutes, Ordinances and Regulations from time to time in force.

Important Information

You will not be able to change your application once you have submitted it. You will receive an auto-acknowledgement email confirming the submission of your application.

You must tick the checkbox below in order to submit your application.

I have read, understand and agree to the above statement*

You need to read the statements and tick the following box

Important information

You will not be able to change your application once you have submitted it. You will receive an auto-acknowledgement email confirming the submission of your application.

You must tick the checkbox below in order to submit your application.

I have read, understand and agree to the above statement*

Once you have completed the screen click on and once on the screen below click

Complete

✔ Thank you for submitting your application, it has been received by the University and we will review it and contact you with a decision or with further actions or information requests. Please monitor the portal and your emails for these requests.

Once you click it will take you back to your main application screen page where you can download your application form if required.

Instructions

Thank you for submitting your application for the BSc (Hons) Sport Coaching - YR 1 ENTRY course, starting September 2023.

Your application has been received by the University and we will review it and contact you with a decision or with further actions or information requests. Please monitor the portal and your emails for these requests.

Application Summary

Name: Joe Bloggs

Programme: BSc (Hons) Sport Coaching - YR 1 ENTRY

Start Date: 25/Sep/2023

Expected End Date: 30/Jun/2024

Study Mode: Full-time

Application Fee

Submission Deadline

Sections

Section	Status	Action
Personal Details	✔	
Contact Details	✔	
Passport and Residency Details	✔	
Agent Details	✔	
Qualifications	✔	
English Proficiency	✔	
Personal Statement	✔	
Experience	✔	
Reference	✔	

APPLICATION COMPLETE

You will receive an email confirming your application has been received.

Example

Hi Harry,

REF: HND Nautical Science

It was great to see you have applied to study with us!

My team are currently processing applications and we will be in touch again soon.

If you have any questions in the meantime, please feel free to contact us. We're here to help :)

Kind regards

Admissions and Enrolment Team
Tel: +44 (0)23 8201 5066
Email: admissions@solent.ac.uk

You will also receive an e-mail directly to your inbox on accessing the applicant portal.

(See user guide on applicant portal for more information)

Example

Dear Aron,

Thank you for your application(s). You are now able to access your Applicant Portal [here](#)

Your username is: aronberg@sits.uk
Your temporary password is: RDEXMEI4QJQT

This is a temporary password and you will be asked to change your password when you first login to the Applicant Portal. Please copy and paste (or type) this password when requested.

Kind regards,

Admissions and Enrolment Team
Tel: +44 (0)23 8201 5066
Email: admissions@solent.ac.uk