

**Veterinary Business Management Postgraduate Certificate (PGCert)**

Application Guidelines

Please ensure you complete all sections.

**Eligibility Criteria**

* Applicants must have a recognised undergraduate degree (FHEQ level 6) in veterinary science, veterinary nursing or business management related subject
* **AND** **have been working in Veterinary Business Management for over 12 months**, with a reference from their current employer or colleague (if they are the employer) stating that they will have access to business data and are supported to do the programme.
* Applicants without the necessary prerequisite HE training, but working in Veterinary Business Management for over 12 months, will be considered on a case-by-case basis for entry onto the programme with a minimum of **2 references** required. Where there is an applicant who has not been in full time education for a number of years, a written submission of work answering a discipline related question (500 words) will be required to determine their suitability and ability to work at level 7. This will be assessed by the programme director.
* If the applicant is from a country where English is not the first Language they will be required to show evidence of attainment of English at a minimum IELTS score of 7 or equivalent.

**Fees**

To be paid in full per year at the time of booking:

Year 1 - £1850

Year 2 - £2580

**PGCert(VBM)** Student Application Form

**Please complete the form in BLOCK CAPITALS**

Have you attended the University of Liverpool before? Yes No

If yes please provide your Student Registration Number or Full Name at the time of study, if different to Enrolment Details: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Section 1 – Enrolment Details**

|  |  |  |  |
| --- | --- | --- | --- |
| **Surname:** |  | **Title:** |  |
| **Full Forenames.** |  | | |
| **Email Address:** |  | | |
| **Home Address & Postcode**: |  | | |
| **Term Address & Postcode**  (If different from above): |  | | |
| **Practice Name & Postcode** |  | | |
| **Daytime Tel. No:** |  | | |
| **Mobile No:** |  | | |

**Section 2 – Personal Details**

Every year the University will send some of the information we hold about you to HESA (“your HESA Information”). HESA is the official agency for the collection, analysis and dissemination of quantitative information about higher education (HE) in the UK. Your HESA information is used for a variety of purposes by HESA and by third parties. Information provided to HESA is retained indefinitely for statistical research purposes. You can find out more at HESA Student Collection Notices.

Date of Birth: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Gender: Male: Female Other (please state)

Nationality: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Domicile Address & Postcode (Permanent home address prior to entry to the course):

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Residency status: UK EU Non-EU

**Qualifications**

Enrolment onto the PgCert(VBM) programme is open to candidates who hold an undergraduate degree in Veterinary Science, Veterinary Nursing or a Business Management related subject. Please provide your highest qualification attained:

|  |  |
| --- | --- |
| **Qualification:** |  |
| **Name of College/University:** |  |
| **Country and City where College/University is situated:** |  |
| **Date of Qualification:** |  |

Alternatively, for candidates who do not have the necessary prerequisite HE training, but have been working in Veterinary Business Management for over 12 months, applicants will be considered on a case-by-case basis for entry onto the programme, with a minimum of two references required.

If you have not been in full time education for a number of years, a written submission of work answering a discipline related question (500 words) will be required to determine your suitability and ability to work at level 7.

**Ethnic Origin** (Please tick as appropriate)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **10** | **White** |  | **32** | **Asian or Asian British Pakistani** |  | **43** | **Mixed Asian White & Asian** |  |
| **15** | **Gypsy or Traveller** |  | **33** | **Asian or Asian British Bangladeshi** |  | **49** | **Other Mixed background** |  |
| **21** | **Black or Black British Caribbean** |  | **34** | **Chinese** |  | **50** | **Arab** |  |
| **22** | **Black or Black British** |  | **39** | **Other Asian background** |  | **80** | **Other Ethnic background** |  |
| **29** | **Other Black background** |  | **41** | **Mixed White & Black** |  | **90** | **Not known** |  |
| **31** | **Asian or Asian British Indian** |  | **42** | **Mixed White and Black African** |  | **98** | **Information refused/prefer not to say** |  |

**Disability** (Please tick as appropriate)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **0** | **No known disability** |  | **55** | **A mental health condition such as depression, schizophrenia or anxiety disorder** |  |
| **8** | **Two or more impairments and/or disabling medical conditions** |  | **56** | **A physical impairment or mobility issues, such as difficulty using arms or using a wheelchair or crutches** |  |
| **51** | **A specific learning difficulty such as dyslexia, dyspraxia or AD(H)D** |  | **57** | **Deaf or a serious hearing impairment** |  |
| **53** | **A social/communication impairment such as Asperger’s syndrome/other autistic spectrum disorder** |  | **58** | **Blind or a serious visual impairment uncorrected by glasses** |  |
| **54** | **A long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy** |  | **96** | **A disability, impairment or medical condition that in not listed above** |  |

**Religious Belief** (Please tick as appropriate)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **1** | **No religion** |  | **12** | **Muslim** |  |
| **2** | **Buddhist** |  | **13** | **Sikh** |  |
| **3** | **Christian** |  | **14** | **Spiritual** |  |
| **10** | **Hindu** |  | **80** | **Any** |  |
| **11** | **Jewish** |  | **98** | **Information refused** |  |

**Declaration**

I agree to the University processing personal data contained in this form, or other data which the University may obtain from me or other sources. I agree to the processing of such data for any purpose connected with my studies or my health, welfare and safety, or for any other legitimate reason.

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Check List:**

Please ensure your application has the following supporting documentation:

If you are MRCVS, please provide your RCVS number here \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ and provide **only the reference** from the below list with your application. MRCVS applicants do not need to provide degree, academic transcript or IELTS results.

* Copy of degree certificate
* Copy of academic transcript

* Reference(s) – Signed and on letter headed paper
* IELTS results (FOR APPLICANTS WHERE ENGLISH IS NOT FIRST LANGUAGE)

**Please complete and return this form by email or post to:**

Email: [vpuoffice@liverpool.ac.uk](mailto:vpuoffice@liverpool.ac.uk)

Veterinary Postgraduate Unit

University of Liverpool

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