



CERTIFICATES REQUIRED for POSTGRADUATE PROGRAMMES

If you have **already achieved** any of the following qualifications you must now forward to us **copies or originals** (as indicated below) of your certificates, if you have not already done so:

- BA/BSc degree certificate
- OU certificate
- Any further, relevant certificates at levels 5, 6 and higher

You must also provide the following results or their equivalent if you have applied for one of the following courses.

Please send the original certificates for those courses marked with an asterisk *. (Result slips and screen shots are not acceptable). We recommend that you send your originals by recorded delivery and include an addressed envelope, pre-paid for recorded delivery for their return, otherwise they will be sent by ordinary post.

You should forward your original documents to:

Admissions Office
University of Northampton
Waterside Campus
University Drive
Northampton
NN1 5PH

Please ensure that you add adequate postage to the envelope or its delivery will be delayed.

Courses which are not marked with an asterisk require photocopies only, not originals. For these programmes we also accept the documents scanned and emailed to myqualifications@northampton.ac.uk. Please include your full name, applicant number and course in all correspondence.

Early Years Teacher Status (EYTS)	GCSE/ O level English Language, Maths and Science
MA Social Work	GCSE/O Level Maths & English Language
MSc Psychology	GCSE/O Level Maths
PGCE *	GCSE/O Level Maths, English Language & Science
PGCE Top Up	Evidence of QTS
School Direct *	GCSE/O Level Maths, English Language & Science

Please note: If the name on your certificate differs from the name you have applied in, you will need to provide relevant documentation to confirm your name change (for example, a marriage certificate/deed poll etc). If we have requested original certificates, we require to see your original name change document, if we have requested copies of certificates only, we can accept a copy of your name change document.

If you have lost your certificates it is advisable to call Admissions, who will be able to advise you on the action you need to take.

If your offer is Conditional on providing your certificates only, once we have received evidence of your qualifications we will update your offer to Unconditional.

If you fail to provide your documents you will not be eligible to enrol, so please forward them as soon as possible.

If you have already provided your certificates you do not need to send them to us again.

If you have problems with any of the above please contact us at admissions2020@northampton.ac.uk or telephone 0300 303 2772.