

Application Form Guide

West Nordic Studies, Governance and Sustainable Management 2019

University of the Faroe Islands

Please read this guide carefully before filling in the application form and write clearly in capital letters

1. Personal details

Civil registration number (P-tal): If you have a Faroese civil registration number (P-tal), please fill it in here. Otherwise, you should write your date, month and year of birth in the first 6 boxes for the P-tal and leave the last 3 boxes after the dash blank.

Name: Write your given name/s and middle name/s.

Surname: Write your surname. Remember to indicate only one surname.

Address is the place where you live. If you move you must immediately notify the University of the Faroe Islands of your new address.

Nationality: Most people living in the Faroes have Faroese/Danish nationality.

E-mail: You MUST provide an e-mail.

Disability: If there are any circumstances you feel the University should be notified of before you commence your studies (e.g. if you have dyslexia, reduced hearing or sight or any other disability), please include a comment in this field.

2. Basis for admission

Here you should write the year you graduated and the title of your degree programme. Please also number the supporting documents you are attaching, e.g. diplomas, which you are submitting with the form. All diplomas must be validated by signature and stamp of issuing authority.

Admission requirements:

- a bachelor degree in social sciences **or**
a bachelor degree with at least 60 ECTS in

social science contents, including the bachelor thesis **or**

- equivalent qualifications and at least three years of relevant work experience **and**
- proficiency in English equivalent to English at B-level in upper secondary education, TOEFL (minimum score 550 in the paper-based test or 80 in the online test) or IELTS (minimum score 6.0).
- a letter of intent written in English (please refer to point 6).
- a CV written in English (maximum two A4 pages) **and**
- a copy of your passport, which must be valid throughout the intended period of study (only applicable to international applicants)
- any references from former supervisors, teachers or employers (no more than two references).

3. Work experience

In this field you should provide details of any work experience relevant to the subject area.

You will find the form for certification from employer on page 3 of the application form. These form/s should be submitted with the application.

4. Other relevant experience and courses

Provide details about any other qualifications and competences, which you would like considered in your application. Please refer to the requirements in point 2 Basis for admission.

5. Signature

Applications that are not dated and signed will not be processed.

You must personally date and sign the application. If you are prevented from signing it yourself, you may grant power of attorney to someone else, who will then have the power to apply on your behalf. This power of attorney must be submitted along with the application. The power of attorney form is found on page 3 of the application form.

Application Deadline:

West Nordic Studies, Governance and Sustainable Management 2019

For international applications:

February 1, 2019 at midnight

For Faroese and Nordic applications:

May 1, 2019 at midnight

Please submit the application in digital format to:

lestur@setur.fo,

or by post to:
Fróðskaparsetur Føroya
J.C. Svabos gøta 14,
FO-110 Tórshavn, Faroe Islands

You can also place the application in the Information and Student Service Centre mailbox located in J.C. Svabos gøta 14, Tórshavn.

Enquiries about admissions

Should you have any questions about the application process you are welcome to contact Student Services by phone +298 352520 or by e-mail LSS@setur.fo. Inquiries on the programme and its content should be directed to the Programme Director, Hallbera West, by phone: +298 292603 or e-mail: hallberaw@setur.fo

6. Letter of intent

You must write the letter of intent in English (maximum 500 words). Remember that this statement can be key to admission, particularly when only a limited number of places are available. It is your opportunity to explain your background and motivation to embark on West Nordic Studies, Governance and Sustainable Management 2019. This is a personal text, it is not based on any formula and there are not right or wrong answers. You could, for example, use this statement to explain what motivated you to apply, how you can contribute to the programme, and how you intend to apply the degree after completion.