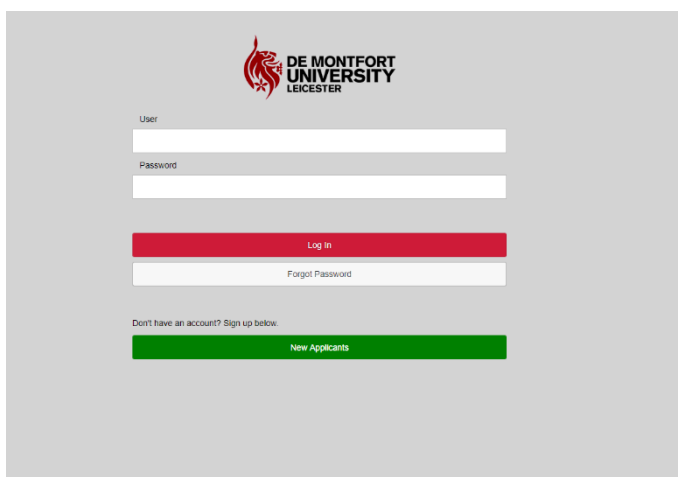


Application Guidance for the MSc in Clinical Pharmacy Programme (B23077)

The De Montfort University admissions portal is currently being re-structured and the following guide is designed to help you navigate the admissions process. Please read the guide before beginning the admissions process.

1. Select New Applicant



The screenshot shows the login page for the De Montfort University Leicester admissions portal. At the top left is the university's logo, which features a red dragon and the text 'DE MONTFORT UNIVERSITY LEICESTER'. Below the logo are two input fields: 'User' and 'Password'. A red 'Log in' button is positioned below the password field, and a white 'Forgot Password' button is below it. At the bottom, there is a green button labeled 'New Applicants' with the text 'Don't have an account? Sign up below.' above it.

2. Complete personal details and create a password. You will then receive an email requesting that you verify your account.

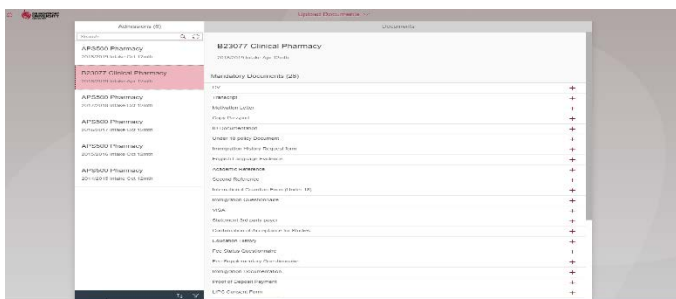
3. Log-in with your newly created details. You will see a screen with four 'tiles' on it.



4. Select the create application tile. You will need to enter some specific information as detailed below:

Type of student:	01. Undergraduate/Postgraduate Taught
Programme Type:	Postgraduate Taught
Programme of Study:	Clinical Pharmacy (B23077)
Academic Year:	Select 2018/2019 for April 2019 and 2019/2020 for September 2019
Academic Session:	Select April or September
Level:	Level 7
Specialisation:	Select Clinical Pharmacy (you can opt for prescribing at a later date)
Award Aim:	Select which qualification you would like to achieve

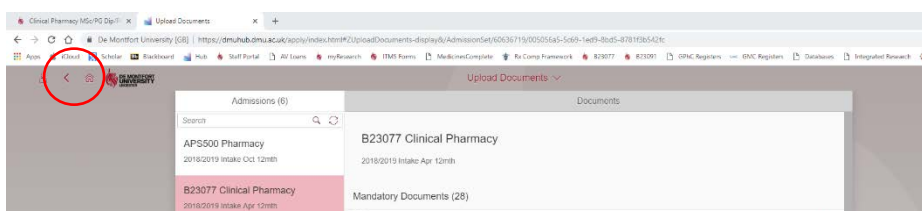
- Complete the rest of your personal and address details, and click Apply. This should take you back to the main screen with four tiles on it.
- Upload your documents. Click on the Upload Documents tile and you will be presented with a screen as below. You DO NOT need to upload 27 pieces of information.



- Ensure B23077 Clinical Pharmacy is selected. You will need to upload the following documents and it is best to upload them all in one go:

- | | |
|------------------------------------|------------------------------------|
| A copy of your degree certificate: | Upload under Certificate (general) |
| An academic reference | Upload under Academic Reference |
| A work based reference | Upload under Second Reference |
| Any PG qualifications | Upload under Education History |
| A personal statement | Upload under motivation Letter |
-
- | | |
|---|--|
| Pharmacy Integration Funding Application: | Upload under Statement 3 rd Party Payer |
| Sponsorship letter | Upload under Sponsor Letter |
| Visa details | Upload under VISA |
| Copy of passport | Upload under Copy Passport |
| English language evidence / IELTS | Upload under English Language Evidence |

- Once documents are uploaded, please click the back arrow.



- That should complete the application process. Please note that you may not get confirmation. The HLS Admissions Team will be in touch once the application has been processed, which can take a week or so. Please contact HLS admissions if you don't hear back from them after a couple of weeks. If you have ANY questions or queries please use the contact details below:

HLS Admissions (hlsadmissions@dmu.ac.uk) Tel: **+44 (0)116 257 7700**

Sejal Gohil (sgohil@dmu.ac.uk) Tel: **+44 (0)116 2078636**