



The  
University  
Of  
Sheffield.



**CITY College**  
An International  
Faculty Of  
The University.

## **POSTGRADUATE STUDIES**

*CITY College – International Faculty of the University of Sheffield welcomes all applicants regardless of race, gender, ethnic or national origin or disability.*

### **ADMISSION REQUIREMENTS**

**A Bachelor Degree** from a recognised university and with good performance.

**Good knowledge of English** proven by:

Postgraduate applicants must have a fluent command of the English language (**TOEFL**: paper based 575 / Internet based 89-90 or **IELTS**: 6,5 or **CAE** (A or B) or equivalent qualifications)

Candidates that have completed their Bachelors degree or their higher secondary education through the medium of English Language are not required to present an English language qualification.

### **APPLICATION REQUIREMENTS**

**A completed and submitted paper (not on-line) application form**

You can download and print an application form from our website [www.citycollege.sheffield.eu](http://www.citycollege.sheffield.eu) or request a copy from the Admissions Office or the representative office in your country.

**4 Photographs (passport-size)**

**Certified photocopy of your University degree/s and all associated transcripts of performance.**

Candidates who, at the time of the submission of their application form, have not graduated are required to submit all available transcripts. If your institution provides degrees and transcripts in a language other than English, we require that you submit certified photocopies of the originals, as well as translated copies, which must be provided by the institution itself or a certified translator/ translating service.

**Certified photocopy of English language qualification(s)**

Candidates who have not acquired an English language qualification at the time of the submission of their application form are required to submit proof of one at the commencement of the course.

**2 Reference Letters**

Reference letters can be submitted only on paper (in sealed envelopes, signed across the back by the recommender) either attached to the application form by the applicant or via regular mail, posted directly by the recommender. There are no standard reference forms. Reference letters should be written by people who have supervised you in an academic, employment, or community setting. If possible, at least one should be from a university professor familiar with your academic work.

**A registration fee of €390**

The registration fee is a one-time fee paid by all applicants which includes both the application and admission fees. The registration fee is put towards the administrative cost of processing all applications received, and for preserving the students' admission status. The registration fee is refundable in the event that the candidate's application is rejected. (If the application form and associated documentation is posted, a copy of the bank receipt for payment of the application fee must be included. Payment details are provided in the tuition fees list.)



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**IMPORTANT NOTE:** Due to the variation in standards of **secondary, higher secondary and undergraduate education**, students should include complete information regarding all their educational qualifications. The above list is for guidance only and is not conclusive. Students unsure about the acceptability of their qualifications should write for advice to CITY College's Admission Service with full details of their educational background

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All the above must be submitted or posted to:\*

**The Registration Office  
CITY, International Faculty of the University of Sheffield  
13, TSIMISKI STREET  
546 24 THESSALONIKI, GREECE\***

\*Completed applications can also be submitted to CITY College representative offices abroad.  
For a complete list and contact details of representative offices see [www.citycollege.sheffield.eu](http://www.citycollege.sheffield.eu)