

Current Student Application Guide

Step 1

Short Application Form

You have started the short application form for a Masters degree. If the course you want to apply for is not listed, this may be because the course requires a full application or some additional information.

Step 2

Log Out

Log out of your Northumbria University student account by navigating to your dashboard on the **student portal** and clicking 'log out' in the top right-hand corner.

Step 3

Clear Your Cookies

Open **Google Chrome** > At the top right, click Settings > On the left-hand side, Privacy and Security > Click on, Third-party cookies > Scroll down, see all site data and permissions > Scroll down to northumbria.ac.uk and delete via the bin icon. Alternatively, if you want to remove all your cookies at once click 'Delete all data'.

Open **Safari** > On the top right-hand side, Click Safari > Preferences > Privacy > Manage website data > Find northumbria.ac.uk and click, then remove. Alternatively, if you want to remove all your cookies at once click Remove all > Remove now > Done

Open **Mozilla Firefox** > On the right-hand side click the gear icon > Manage more settings > Click, Privacy and security > Scroll down to Cookies and Site Data > Click, Clear Data > Clear > Clear Now.

Open **Bing** > At the top right, click More (three horizontal lines) > Search History > On the right-hand, Managing or clear your search history > Clear all > Clearing search history, Clear all.

Step 4

Choose Your Course

Visit <https://www.northumbria.ac.uk/postgraduate> to find your chosen course.

Step 5

Submit Your Application

Click the **Apply Now** button at the top of the course page, making sure you are still logged out of your Northumbria student account as this will give you access to our full application form.

If you have any queries, please get in touch with us at:

nu.postgraduate@northumbria.ac.uk

Step 6

Upload Your Additional Documentation

As you're applying for a course which has non-standard entry criteria, you'll need to submit any additional documents or evidence required such as a **creative portfolio** or DBS check. Anything we need from you will be detailed in your portal.

Step 7

Receive Your Decision

Keep an eye on your emails! Once we've processed your application you will receive your decision via our **Applicant Portal**. We'll also send you an email to let you know.