**Oxford University Foreign Service Programme**

**Postgraduate Certificate in Diplomatic Studies – supplementary information**

|  |  |
| --- | --- |
| Full name of applicant |  |
| **Current Position and Employment History** |
| Title of present position and name of employer |  |
| Main responsibilities |  |
| **Periods spent abroad** - please list periods of time spent abroad, omitting short working or holiday visits: |
|  |

**Employment history** - please list all posts held since completing your secondary or tertiary education (including both public service and other roles):

|  |  |  |  |
| --- | --- | --- | --- |
| **Position** | **Organisation/Institution** | **From** | **To** |
|  |  |  |  |

Please complete the relevant information, save the file as a **.pdf document** (this can be selected via the ‘save as’ option on the ‘File’ menu) and upload it to your application form as **Written Work 1**.

**Additional notes**

* **There is no application fee.** You do **not** need to pay the usual University application fee when submitting your application form.
* Interviews will not be held for this course; applications will be judged solely on the strength of the written materials supplied.
* At least one reference should be from someone who knows you in a professional capacity, unless you have no professional experience.

If you are being nominated by a Government, please forward this page to an appropriate official for completion. Once completed, this section should be returned to you to submit with your application.

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| **University of Oxford****Postgraduate Certificate in Diplomatic Studies - official nomination** **(to be completed by an official of the nominating government)** |
| Full name of applicant |  |
| Nominating government |  |
| Reasons for nomination |  |
| Source of finance |  |
| Signature |  | Date |  |
| Name and official post |  |