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### **Applying for the MSt in Applied Criminology, Penology and Management**

Applications to the MSt are made via an online process administered through the Institute of Continuing Education (ICE). (Please note this is a separate department from the Institute of Criminology)

Applications are open now and close on 14 January 2022

The first residential element will begin on 28 March 2022.

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### **How to Apply**

Please set up your online service account by following the instructions at:

<http://www.ice.cam.ac.uk/course/mst-applied-criminology-penology-and-management>

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### **Colleges:**

Students have to be members of a college. All students on the Penology course are members at Homerton College: <http://www.homerton.cam.ac.uk/>

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### **Interviews:**

Once your application has been submitted, you may be contacted by the Institute of Criminology to arrange an informal interview. This can be conducted by telephone, Zoom or in person. The purpose of the interview is to ensure that you know what to expect on the course, what will be provided, what will be expected of you and to answer any queries or concerns you may have.

*Interviews will be organised by the Institute of Criminology*

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### **Samples of written work:**

If you do not have a first degree in which you achieved a 2.1 or above (or equivalent), you will be asked to submit a piece of written work of not more than 1500 words based on an article which we will provide. *Writing samples will be requested by the Institute of Criminology*

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### **References:**

For the MSt course, professional references are preferred. Ideally these will be from your line manager or member from your sponsoring agency if appropriate. A request should be generated automatically to these with instructions on how to complete the reference. If, for any reason, your nominated referees do not receive this, please contact the ICE Admissions team at: [mst.admissions@ice.cam.ac.uk](mailto:mst.admissions@ice.cam.ac.uk)

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**Certificates and transcripts:** You will need to upload copies of certificates and transcripts for any qualifications declared on your application form. If you have lost your degree certificate or transcript, it is normally possible to request a replacement from your original university but these sometimes take a while to be delivered.

If you have any queries regarding certificates and transcripts please contact: [mst.admissions@ice.cam.ac.uk](mailto:mst.admissions@ice.cam.ac.uk)

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**Language Requirements: \***

- IELTS Academic: Overall band score of 7.0 (a minimum of 6.5 in Writing and 7.0 in the other components)
- TOEFL Internet: Overall score of 100 (a minimum of 25 in each individual component)

There is provision for a further assessment by the University Language Centre if your score targets are missed by a small margin. If you have any queries regarding language requirements, please contact: [mst.admissions@ice.cam.ac.uk](mailto:mst.admissions@ice.cam.ac.uk)

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**Other necessary documentation:**

You will need to upload a photograph which will be used on your University card and to identify you. This card will give you access to less open areas of the Institute of Criminology and access to your college.

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**Conditional Offers:**

The Institute of Criminology (IOC) will make recommendations of acceptance to the course to the Institute of Continuing Education (ICE). As the admitting body for the course, ICE will issue the formal conditional offer. Once you have received the conditional offer please check that you have met all the conditions and accept the offer in your self-service account.

One of the conditions may be college membership. Please note that this will be organised on your behalf and you do not need to take any action.

If you are a non-standard applicant who has submitted written work and had an interview, there may be a delay in receiving your conditional offer. These applications are considered by an additional body within ICE who only meet once a month.

Once you have met all your conditions and been formally enrolled, the MSt administration team will be in contact with introductory information.

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#### Frequently Asked Questions:

- **Do I have to pay the application fee?** Yes. It is not possible to submit an application without paying this.
- **My referees have not received any notification, what do I do?** Contact [mst.admissions@ice.cam.ac.uk](mailto:mst.admissions@ice.cam.ac.uk) and they will be able to resend the requests.
- **How do I find out the status of my application?** Check your self-service account or contact [mst.admissions@ice.cam.ac.uk](mailto:mst.admissions@ice.cam.ac.uk)
- **I am having difficulty in uploading documents. What do I do?** Contact [mst.admissions@ice.cam.ac.uk](mailto:mst.admissions@ice.cam.ac.uk)