

Application Form

for entry to a Stockport College course

Applications for full-time HND/Foundation Degree/Degree courses should be made via UCAS website. www.ucas.com

OFFICE USE ONLY

Date Rec:

Date Ack:

ID No:



1 Personal Details (Please write neatly in block capitals and in black ink)

Surname		Title	Date of birth
<input type="text"/>		Mr/Ms/Mrs/Miss	<input type="text"/>
First name(s)		Gender	Age on 31 August next year
<input type="text"/>		Male/Female	<input type="text"/>
Permanent address		Tel/Mobile (day)	
<input type="text"/>		<input type="text"/>	
<input type="text"/>		Tel/Mobile (evening)	
<input type="text"/>		<input type="text"/>	
Postcode		E-mail	
<input type="text"/>		<input type="text"/>	
Term-time address (if different)		Who to contact in case of emergency	
<input type="text"/>		Tel No.	
<input type="text"/>		Name	
Postcode		Relationship to student	
<input type="text"/>		<input type="text"/>	

Are you a current student? Yes No If yes, what is your main course?

Are you attending a School Links course? Yes No If yes, which subject area?

Have you been living in the UK/EEA for the last 3 years? (please tick) Yes No

In which country do you normally live?

What is your nationality?

If you are, or have been, living overseas please state your date of entry into the UK.

Please indicate your current status in the UK (please tick appropriate box).

<input type="checkbox"/> British/EU Citizen	<input type="checkbox"/> Leave to enter to accompany parent
<input type="checkbox"/> Asylum Seeker	<input type="checkbox"/> Exceptional leave to remain
<input type="checkbox"/> Refugee	<input type="checkbox"/> Indefinite leave to remain
<input type="checkbox"/> Humanitarian Protection	<input type="checkbox"/> Discretionary Leave
<input type="checkbox"/> Leave to enter as a student	
<input type="checkbox"/> Leave to enter as a visitor	
<input type="checkbox"/> Leave to enter to accompany husband/wife	

2 Courses Applied For

If you are not sure which course you want and would like help from the College Careers Guidance Service please tick here

Please indicate which course(s) you are interested in studying next year.

Level of Course (e.g. AS/Level 2 Diploma/GCSE)	Full/Part Time	Subjects	Sept./Jan. Start
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Use this section to apply for **Apprenticeships only**.

1st choice

2nd choice

If you are already employed and would like to study for an Apprenticeship with your employer, please give their details.

Employer name

Employer phone number

3

Qualifications

If you are still at school or college, this page must be completed by the appropriate school/college tutor.
If you have left school please complete this section yourself. Please attach an extra sheet if necessary.

No Qualifications

GCSE Subject	Date of Exam	Grade (Estimated or actual)	Other Qualifications	Level	Date of Exam	Grade (Estimated or actual)
English Language						
English Literature						
Mathematics						
Science (single award)						
Science (double award)						
Information Technology						
Religious Ed/Studies						
History						
Business Studies						
Geography						
Technology						
Physical Ed.						
Art/Graphics						
Languages (please state)						

Name of present or ex-school if under 19

Form teacher if still at school

Date of Leaving

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4

Future plans, work experience and interests

Interests & Experience - please give details of any hobbies, interests, responsibilities in or out of work and details of any work experience you have undertaken.

Which careers have you considered?

Please state if you have a clear career objective.

5

Equal Opportunities Monitoring

Ethnicity (Please tick which description you feel best describes you).

- Asian or Asian British - Bangladeshi
 Asian or Asian British - Indian
 Asian or Asian British - Pakistani
 Asian or Asian British - any other Asian background
 Black or Black British - African
 Black or Black British - Caribbean
 Black or Black British - any other Black background

- Chinese
 Mixed - White and Asian
 Mixed - White and Black African
 Mixed - White and Black Caribbean
 Mixed - any other mixed background
 White - British
 White - Irish

- White - any other White background
 Prefer not to say
 Any other
 (Please specify)

What is the main language spoken in your home?

Stockport College is committed to ensuring that disabled people, including those with learning difficulties, are treated fairly. All reasonable adjustments to provision will be made to ensure that disabled students and other disabled people are not disadvantaged.

Disability - please tick boxes that apply.

- | | | | | | |
|-------------------------------|-----------------------------|------------------------------------|-----------------------------|-------------------------------|-----------------------------|
| Visual impairment | <input type="checkbox"/> 01 | Other medical condition | <input type="checkbox"/> 05 | Profound/complex disabilities | <input type="checkbox"/> 09 |
| Hearing impairment | <input type="checkbox"/> 02 | Emotional/behavioural difficulties | <input type="checkbox"/> 06 | Multiple disabilities | <input type="checkbox"/> 90 |
| Disability affecting mobility | <input type="checkbox"/> 03 | Mental ill health | <input type="checkbox"/> 07 | Other | <input type="checkbox"/> 97 |
| Other physical disability | <input type="checkbox"/> 04 | Temporary disability after illness | <input type="checkbox"/> 08 | No disability | <input type="checkbox"/> 98 |

Please give details

Learning Difficulties - please tick boxes that apply.

- | | | | | | |
|------------------------------|-----------------------------|--------------------------------------|-----------------------------|------------------------|-----------------------------|
| Moderate learning difficulty | <input type="checkbox"/> 01 | Dyscalculia | <input type="checkbox"/> 11 | Other | <input type="checkbox"/> 97 |
| Severe learning difficulty | <input type="checkbox"/> 02 | Other specific learning difficulties | <input type="checkbox"/> 19 | No learning difficulty | <input type="checkbox"/> 98 |
| Dyslexia | <input type="checkbox"/> 10 | Multiple learning difficulties | <input type="checkbox"/> 90 | | |

Please give details

Do you require additional learning support? Yes No

Are there any aspects of your health which you feel we should be made aware of? Yes No

Please give details

Please give details

Where did you find out about the College?

- | | | | | |
|---|--|--|---|---|
| <input type="checkbox"/> School | <input type="checkbox"/> Open Day | <input type="checkbox"/> Newspaper Article | <input type="checkbox"/> Advertisement (please be specific) | <input type="checkbox"/> Other (please specify) |
| <input type="checkbox"/> Careers | <input type="checkbox"/> Taster Sessions | <input type="checkbox"/> Prospectus through door | <input type="text"/> | <input type="text"/> |
| <input type="checkbox"/> Careers Fair presentation from College | <input type="checkbox"/> Friend/Relative | <input type="checkbox"/> Connexions | | |
| | <input type="checkbox"/> Talk & Tour | <input type="checkbox"/> Bus/Radio/Website | | |

Stockport College uses this course application to collect information about you for various administrative, academic and health and safety reasons. Because of the Data Protection Act 1998, we need you to sign the following 'consent to process' clause and answer the following questions.

Do you have a criminal conviction? (Please see notes) Yes No

If yes, have you previously declared this to the College? Yes No

Are you in the care of the local authority? This could mean foster care or a residential home. Yes No Prefer not to say

Have you recently left care? Yes No Prefer not to say

Stockport College may contact you from time to time about courses and learning opportunities relevant to you. If you **do not** wish to be contacted please tick here.

This is personal, sensitive information and we require your consent before we can process your form.

Signed (applicant)

Date

I agree to Stockport College processing my personal data, including data about my ethnicity, any criminal convictions and my physical or mental health, contained in this form, or other data, which Stockport College may obtain from me or other people. I agree to the processing of such data for any purposes connected with my course application or my health and safety, or any other legitimate reason.

Your information may be shared with other government and educational organisations for the purposes of administration, careers and other guidance.

Other organisations with which we will share information include Connexions, Educational Institutions and organisations performing research and statistical work on behalf of Stockport College or its partners.

If you are under the age of 16 at the time you apply for a course, the College will normally share information about all aspects of your application with your parents or guardians.



Signed (parent/guardian if under 16 years)

Date



Please return your completed form to the following FREEPOST address. (NO STAMP NEEDED)
Applications Team, FREEPOST, Stockport College, Town Centre Campus, Wellington Road South, Stockport, SK1 3YW

Application Form - Guidance Notes

Only submit 1 application form.
If your application request changes
please contact the Applications Team.

1 Personal Details

Please complete all your personal details as this will allow the College to send information through the post, e-mail and text where possible. This information is essential to keep you up to date on the progress of your application. Please include your nationality information as this will determine your current home/overseas status.

2 Courses Applied for

Indicate which courses you wish to be considered for. For guidelines to levels and entry requirements for courses please see the table below. Please note this is only a guide. Other criteria will apply and applicants will be advised at interview.

Apprenticeships may also be applied for in this section (you should be actively looking for an employer if you are interested in the Apprenticeship route, as there are limited vacancies through the Work Based Learning Department).

3 Qualifications

The aim of this is to give the College an indication of your abilities and to make sure that you are being interviewed for the most appropriate course level.

4 Future Plans, Work Experience and Interests

It is important for us to have this information to enable us to make reasonable adjustments where appropriate so that you are not disadvantaged by your learning difficulty or disability.

5 Equal Opportunities Monitoring

The College monitors all applications to ensure that all applicants have equal opportunities and are not disadvantaged.

6 Learning Needs

The aim of this section is for the applicant to demonstrate their interests and career plans they have considered in order to achieve their career objectives.

7 How did you find out about us?

This enables the Marketing Department to have a clearer understanding of how successful their marketing campaigns are.

8 Declaration

Under The Data Protection Act of 1998 we need your consent to process your personal and sensitive data. Signing this application form means you agree for Stockport College to process such data for any purpose connected to your course. Your information may be shared with other government and educational organisations performing research and statistical work on behalf of Stockport College or its partners. (Please note that such data will remain securely on the College Information System).

A Parent or Guardian should also sign the application form to confirm that they endorse their son/daughters application if under 16 at the time of application.

Criminal Convictions

Stockport College has a duty of care, particularly to learners who are under 18 years of age. In view of this **all applicants** are required to declare any relevant convictions. **Relevant convictions** are only those convictions for offences against a person of a violent or sexual nature and convictions for offences involving unlawfully supplying controlled drugs or substances where the conviction concerns commercial drug dealing or trafficking. Convictions that are spent (as defined by the Rehabilitation of Offenders Act 1974) are not considered relevant and you should not reveal them.

Young People in Care/Recent Care Leavers

To ensure that all our students receive the best possible support for their circumstances we would be grateful if you would declare this information.

Any information given will be treated as sensitive data under the Data Protection Act and dealt with in accordance with our Equality and Diversity Policy and Admissions Policy.

If you have any queries please do not hesitate to contact the **Applications Team** on **0161 958 3143** (normal office hours apply). We look forward to receiving your application.

Guidelines to Levels and Entry Requirements for Courses

Grades at GCSE	Qualification Level	You could study
Less than 2 Ds	Entry	Entry or Foundation Level courses including the "Entry into Employment" scheme
2 Grade Ds or more	One	GCSE's, Apprenticeship, NVQ1, Foundation Diploma, Introductory Diploma
4 Grade Cs and above	Two	NVQ2, Higher Diploma, First Diploma
5 Grade Cs and above (including English Language and Maths)	Three	AS/A2 Levels, National Diploma, Advanced Apprenticeship, NVQ3 Advanced Diploma

For individual course requirements please refer to our full-time prospectus.



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Applications Team, **FREEPOST**, Stockport College, Town Centre Campus, Wellington Road South, Stockport, SK1 3YW