

Application Form

FOR COLLEGE USE ONLY

Ref:

Date Received:

Acknowledged:

This form should be completed for any full-time **Further Education** course or **Apprenticeship** programme
(Please complete personal details in BLOCK CAPITALS)

Please state which type of programme you are applying for

Full Time Further Education Course

Apprenticeship

Please tick appropriate box

Course Applied for

Which year do you want to start your course?

Address and Contact Details - to be completed personally by the applicant

Mr Mrs Ms Miss First name(s) Surname

Home Address

Post code

Home Telephone Number

Mobile Number

Email

Date of birth

Age at next birthday

For Apprenticeships Only -
National Insurance Number (if known)

Local Education Authority (Local Council)

What is your nationality?

Have you been resident in the UK/EU for the last 3 years?

Yes

No

Ethnic Background

Please tick as appropriate - the information you supply will be used for statistical purposes and treated as confidential.

Asian or Asian British - Bangladeshi

Black or Black British - other

White - British

Asian or Asian British - Indian

Chinese

White - Irish

Asian or Asian British - Pakistani

Mixed - White and Asian

White - Other

Asian or Asian British - other

Mixed - White and Black African

Other - Please State:

Black or Black British - African

Mixed - White and Black Caribbean

Black or Black British - Caribbean

Mixed - other

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Education and Qualifications

Education - Last School/College

If you are a current Reaseheath Student please provide your course title and personal tutor name

Qualifications gained / estimated grades. An additional sheet may be attached if required.

Subject	Name of school or college	Level (NVQ, GCSE, AS/A)	Estimated Grade (your school may be able to help if unknown)	Actual Grade (if known)	Date Taken/ due to be taken

Proof of grades will be required when known.

For school leavers ULN number (This can be obtained from your school)

Employment History / Work Experience

If applying for an apprenticeship, have you an employer willing to support you through the apprenticeship programme? If yes, please state employers' name, address and telephone number.

Yes

No

Name of Employer	Post Held	Responsibilities	Dates (from/to)

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Personal Statement

Please give details of your previous experience, interests or any other relevant information in support of your application. An additional sheet may be attached if required.

Criminal Convictions

The 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 criminal convictions. All information given will be treated as sensitive data under the Data Protection Act and dealt with in accordance with our Equal Opportunities Policy.

Do you have a criminal conviction? (*Excluding fixed penalty driving offences*) Yes No

If YES, details should be disclosed and returned in a sealed envelope alongside your application, marked:-
Private and Confidential, FTAO Enquiries and Applications Manager, Reaseheath College, Nantwich, Cheshire CW5 6DF

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References

Please provide the details of a person who can be contacted as referee.
Recent school leavers are requested to give their School Head Teacher as one of their references.

Name

Position

Address (including
Postcode

Telephone Number

We have a wide range of support available to help you succeed with your learning, please indicate by ticking the boxes below.

If you have a health problem, a disability or if you feel you will need help with your learning

If you feel that you need some help at the discussion/interview

If you wish to talk to someone about anything above (or telephone **01270 625131**)

Certain details on this form will be stored for administrative and other purposes. Due to the Data Protection Act 1998, we need your consent before we do this, we cannot operate the college effectively without processing information about you, in signing this form you are agreeing with the following consent to process clause.
I agree to the College processing personal data contained in this form.

Applicant signature

Date

Parent/carer signature (*if under 18*)

Date

Reaseheath College is committed to promoting fairness and inclusion for all and to promoting equal opportunities in all its activities.

Applications are welcome from all members of the community regardless of disability, gender, ethnic background and religious belief. The College will take into account any learning difficulties or disabilities and will endeavour to make reasonable adjustments to meet individual needs.

Completed application forms should be returned to:
Reaseheath College, Reaseheath, Nantwich, Cheshire, CW5 6DF, marked 'Application Form'