

Please complete ALL sections clearly on this form. Failure to complete the form correctly may delay your acceptance on your chosen course(s).

**Office
use only**

Section 1
completed?

Section 1: Personal Details

Student I.D. No. (Office use only): _____

Title: _____

Forename(s): _____

Surname: _____

Previous Name (if changed): _____ Gender: _____

Date of Birth (dd/mm/yy): - - / - - / - - Age (on 31st August 2020): _____

Address: _____

_____ Postcode: _____

Tel (day/ mobile): _____ Email: _____

Emergency Contact Name: _____ Emergency Contact Tel: _____

Are you currently studying at another establishment? If so please provide details:

Section 2
completed?

Section 2: Personal Details

Nationality: _____

Have you lived outside of the UK during the last 3 years? Yes / No

If yes where did you live? _____

What was the date of entry into the UK? (dd/mm/yy): - - / - - / - -

What is your first language?: _____

*The following questions are required for statistical purposes by the Skills Funding Agency and we ask you to complete them as accurately as possible.

How would you describe your ethnic origin? Please tick one box:

- | | | | | |
|---|---|---|--|---|
| <input type="checkbox"/> 31. English/ Welsh / Scottish / Northern Irish / British | <input type="checkbox"/> 35. White and Black Caribbean | <input type="checkbox"/> 39. Indian | <input type="checkbox"/> 44. African | <input type="checkbox"/> 47. Arab |
| <input type="checkbox"/> 32. Irish | <input type="checkbox"/> 36. White and Black African | <input type="checkbox"/> 40. Pakistani | <input type="checkbox"/> 45. Caribbean | <input type="checkbox"/> 98. Any other ethnic group |
| <input type="checkbox"/> 33. Gypsy or Irish Traveller | <input type="checkbox"/> 37. White and Asian | <input type="checkbox"/> 41. Bangladeshi | <input type="checkbox"/> 46. Any other Black/ African / Caribbean background | |
| <input type="checkbox"/> 34. Any other white background | <input type="checkbox"/> 38. Any other mixed/ multiple background | <input type="checkbox"/> 42. Chinese | | |
| | | <input type="checkbox"/> 43. Any other Asian background | | |

Your responses to these questions will help us support you during your time at College. Please note that these questions will NOT affect your application.

Do you consider yourself to have a health problem? Yes / No

Do you consider yourself to have a learning difficulty? Yes / No

Would you like a member of staff to contact you prior to the course in relation to learning support? Yes / No

Please provide details in the space provided:

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Section 3 completed?

Section 3: Qualifications

Please tick the box to indicate your highest level of qualification:

- No UK Qualifications
- Entry Level English / Numeracy
- Level 1: GCSEs / O Levels (5 or more grades D-G or fewer than 5 at grades A-C) or 1 AS level or QCF Level 1 Award / Cert / Dip or NVQ1 or GNVQ Foundation
- Level 2: GCSEs / O Levels (5 or more grades A*-C) or 2/3 AS Levels or 1 A Level or Level 2 Cert / Dip or NVQ2 or GNVQ Intermediate
- Level 3: 2 or more A Levels or 4 or more AS Levels, LV 3 Dip or Access to HE or NVQ 3 or GNVQ Advanced or AVCE double award
- Level 4: Lv 4 Award/ Cert / Dip or HNC or NVQ 4
- Level 5: Lv 5 Award / Cert / Dip or HND Foundation Degree
- Level 6: Lv 6 Award / Cert / Dip or BA Degree
- Level 7+: Lv 7/8 Award / Cert / Dip or Masters Degree or Postgraduate Certs / Dips or Doctorates

Section 4 completed?

Section 4: Employment Status and Household Situation

Please tick any box(es) which apply to you:

- Employed / Self employed
- Single parent
- Seeking political asylum
- Registered unemployed
- Not in employment
- Retired

If employed/self-employed, are you working:

- 0 - 10 Hours
- 11 - 20 Hours
- 21 - 30 Hours
- 31+ Hours

If employed/self-employed, how many months have you been employed:

- Up to 3
- 4-6
- 7-12
- Over 12

If not employed/self-employed, how many months have you been unemployed:

- Less than 6
- 6-11
- 12-23
- 24-35
- Over 36

Please tick the following statement(s) which apply to you:

- No household member is in employment and the household includes one or more dependent children
- No household member is in employment and the household does not include any dependent children
- Learner lives in a single adult household, irrespective of their employment status, with one or more dependent children
- None of the above applies
- Learner has withheld this information

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Section 5 completed?

Section 5:

Where did you hear about this course?

Please tick one or more box if necessary:

- | | |
|--|--|
| <input type="checkbox"/> Newspaper | <input type="checkbox"/> School |
| <input type="checkbox"/> Customer Service Centre | <input type="checkbox"/> Other |
| <input type="checkbox"/> Brochure | <input type="checkbox"/> Library |
| <input type="checkbox"/> Returning Student | <input type="checkbox"/> Poster |
| <input type="checkbox"/> Twitter / Facebook | <input type="checkbox"/> College Website |
| <input type="checkbox"/> Friend / Family | <input type="checkbox"/> Employer |

Use of Personal Information

The information provided on this form will be used by Stamford College and Lincolnshire County Council (LCC) to process your enrolment, arrange funding for your course through the Education Skills Funding Agency (ESFA), and to deliver the course. Further information can be obtained from the Data Protection Office at Stamford College or the LCC website. The information will also be shared with the Learning Records Service to create and maintain a Unique Learner Number (ULN). Further information on this can be found at www.gov.uk/government/collections/learning-records-service

Stamford College, LCC and the ESFA may wish to contact you from time to time in respect of surveys and research to monitor performance, improve quality and plan future provision and to inform you about courses, or learning opportunities relevant to you.

- I wish to be contacted in respect of surveys and research
- I wish to be contacted about other courses, learning opportunities or events

If you have indicated above that you are happy to be contacted please indicate below your preferred method of contact:

- By post By phone By email

I have a previous conviction prosecution for a violent or sexual offence.

Tick box if applicable: Yes

Applicants with previous convictions will be subject to a fair assessment process. If you have any queries please contact the Advice and Guidance Team on 01780 484311.

Section 6: Tuition Fees

Course Code	Course Title

Start Date	End Date	Tuition +/- Materials Fee	Student to pay
Total fees to pay:			

Reduction in Tuition Fees

The Skills Funding Agency subsidises the cost of all courses, and any tuition fees paid represent a portion of the cost. If you are claiming any reduction tick the appropriate box, but you MUST supply the relevant evidence before your application can be processed.

A reduction of 50% in tuition fees applies if you are in receipt of one of the following benefits (original evidence must be supplied):

- Job Seekers Allowance (JSA)
- Employment and Support Allowance (work related activity)
- Offenders who are serving time in their community
- Asylum Seeker (please contact the College for further details)

A reduction of 25% in tuition fees applies if you are aged over 65 on the 31st August 2020 (evidence of your date of birth must be supplied)

- Aged over 65

Materials must be paid in full

Please record the full price of tuition or material fees and the amount you are paying. If you are applying for concessionary tuition fees (as listed in the brochure) then the original of your evidence MUST be supplied to the College, without this your application will not be processed.

Section 7: Payment

- I enclose a cheque made payable to Stamford College
- I wish to pay by credit/debit card (please phone 01780 484311)

Declaration

I declare that the information I have given on this form is, to the best of my knowledge, correct. I agree to abide by College regulations and notify the College of any change of details or circumstances. I have received sufficient guidance/assessments before my choice of course. I agree to the processing of this data, and the sharing of data as outlined on this form.

I understand Stamford College reserves the right to change its offer at any time and that there is a refund policy which may restrict my entitlement to a refund of fees.

I understand that I am enrolling to a Skills Funding Agency (SFA funded course which could be used as a match funded and is therefore deemed part funded by the European Social Fund (ESF).

Signature: _____ Date: - - / - - / - - Staff Signature: _____ Date: - - / - - / - -

Office use only IS Staff: _____ Date processed: - - / - - / - -

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Section 6
completed?

Section 7
completed?