

Application Form

to full time courses 2010/2011



OFFICIAL USE ONLY Interview details	Date and time
Venue	Interviewer

STUDENT NO.

Please complete in **BLOCK capitals using a ballpoint pen.**

Please note: Cambridge Area Partnership (CAP) students should use the separate CAP application form.

If you need help with completing this form, please contact our Admissions Team on 01223 418448.

1 Surname	Forename(s)	Mr/Mrs/Ms/Miss	2 Date of Birth
			D M Y
3 Home Address	Age (on 31 August 2010) _____		

Postcode	Home Tel	Mobile	Email
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4 Unique Learner Number (ULN)

5 Education Details - schools/colleges attended from ages 11 to 16 (and since if applicable)	From	To

6 Those not applying directly from schools or colleges, please indicate your present status
Employed full-time <input type="checkbox"/> Employed part-time <input type="checkbox"/> Unemployed <input type="checkbox"/>

7 Resident status	Do you or your spouse have a restriction on your passport? Yes <input type="checkbox"/> No <input type="checkbox"/>
Usual country of residence	
Nationality	
Have you been resident in the European Economic Area for the past 3 years? Yes <input type="checkbox"/> No <input type="checkbox"/> If NO, give date of entry to the EEA:	If YES, does one of the following apply <input type="checkbox"/> Seeking asylum <input type="checkbox"/> Have exceptional leave to remain <input type="checkbox"/> Recently married to an EEA resident <input type="checkbox"/> Other

8 Equal Opportunities	9 Additional Support Details
To help the College monitor its Equal Opportunities Policy, please tick the appropriate box: <input type="checkbox"/> Asian or Asian British Bangladeshi <input type="checkbox"/> Mixed White and Asian <input type="checkbox"/> Asian or Asian British Indian <input type="checkbox"/> Mixed White and Black African <input type="checkbox"/> Asian or Asian British Pakistan <input type="checkbox"/> Mixed White and Black Caribbean <input type="checkbox"/> Asian or Asian British Other <input type="checkbox"/> Mixed Other <input type="checkbox"/> Black or Black British African <input type="checkbox"/> White British <input type="checkbox"/> Black or Black British Caribbean <input type="checkbox"/> White Irish <input type="checkbox"/> Black or Black British other <input type="checkbox"/> White Other <input type="checkbox"/> Chinese <input type="checkbox"/> Any Other	We want you to get the best from your course, so please let us know how we can support you. If you have any learning support needs, disabilities or medical conditions, we can contact you in confidence to discuss the support available. Please indicate below what support needs you may have: <input type="checkbox"/> Autism Spectrum Conditions <input type="checkbox"/> Language Impairment <input type="checkbox"/> D/deaf / Hearing Impaired <input type="checkbox"/> Mental Health Difficulties <input type="checkbox"/> Dyslexia / Dyspraxia <input type="checkbox"/> Physical Access Needs <input type="checkbox"/> Epilepsy <input type="checkbox"/> Visual Impairment <input type="checkbox"/> Other: <input type="text"/>

10 Criminal Convictions (Please see Guidance Notes)	Alternatively, please feel free to contact the Information & Advice Team on 01223 226315 / 418249 for further assistance.
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11 Course requested (list in order of preference, showing subject(s) where relevant)
Course/Programme
1
2
3
4
5

12 Have you had individual career guidance to discuss your programme choice?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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It is important you state your actual/estimated grades so we can ensure you are guided onto the course level which suits you best

13	Qualifications + Level	Awarding Body	Estimated Grade	Actual Grade (if known)	14	Qualifications + Level	Awarding Body	Estimated Grade	Actual Grade (if known)

15 If you have any career plans please note them here

16 Please tell us how you heard about the College

- Friend
- Parent/Guardian
- Careers Event
- Other (please indicate below)
- School
- Radio
- Newspaper/Magazine
- Website
- Connexions
- Television Media

17 All applicants for full-time courses have to supply a reference. If you are under 19 and/or have been in full-time education for the last 2 years, your reference should be from your current or most recent school or college. If you are 19 or over and haven't been in full-time education for the last 2 years, you will still need to provide a written reference from a responsible person other than a family member or a friend. We would request that the reference includes details on the following areas: predicted achievement or application to work tasks, motivation, general behaviour and relationships with others, attendance, punctuality, reliability and other relevant comments. Please attach your reference to this form, or have it sent separately to the Admissions Office (address at bottom of page).

18 Please describe below why you think CRC would be best suited for you in your intended career path, and what you hope to achieve from your time at the College. Please continue on a separate sheet if necessary and attach to this application form.

Signature of applicant _____ Date _____

Statement by parent/carer (for students under 18 only)

This application has my support.

Parent/carer's signature _____

Please print name in block capitals _____

Address (if different from that of applicant) _____

Email _____

Contact telephone number work/home (delete as necessary) _____

Please return completed form and reference to:
The Admissions Office, Cambridge Regional College, Science Park campus, Kings Hedges Road, Cambridge CB4 2QT

Guidance Notes

1. Please complete the application in block capitals using a ball point pen, preferably black. If you need any help completing your form, please contact the Admissions Office on 01223 418448.
2. Please enter date of birth and your age on 31 August 2010.
3. Home address. If you have a different address for correspondence, please write it on a separate sheet and attach it to the form. If you change address after you have made an application, please inform the Admissions Office on 01223 418448 so your details can be updated.
4. The ULN is a personal 10-digit number randomly generated and allocated to post 16 learners. It is anonymous and will remain with the learner throughout their lives so that, in the future, all their learning experiences, exam results and qualifications will be linked together.
5. 11-16 Education details. Please complete if you are in full-time education or have just left, indicating current/most recent school/college.
6. Please complete if you are not in full-time education.
7. Resident status. Please note as a full-time non EU International student you will be liable for full-time fees of up to £5,200* (FE) and £8,200* (HE) depending on your course of study. Please contact the International Office on +44 (0)1223 226317 for further information.
8. This section invites you to describe your ethnic origin. It helps us to monitor our Equal Opportunities policy and is treated in strict confidence. However, if you do not wish to provide this information there is no obligation to do so.
9. You are invited to tick the relevant additional support boxes if you feel you would benefit from learning or other specialist support.
10. Applicants declaring that they have a conviction will be referred to the Head of Learner Engagement & Support for assessment. Students who do not respond to requests for further information relating to their conviction will be reminded in writing on two occasions. If they fail to acknowledge three written requests they will be informed in writing of the College's intention to withdraw their offer of a place. If an applicant is found later to have not disclosed a conviction on their application, they risk being excluded from the College in accordance with the Terms and Conditions of enrolment.
11. Please state your chosen course(s) in order of preference. If you wish, you may bracket your choices to indicate that they are of equal preference.
12. It is important that you discuss your course choice and future career direction. If required, we can arrange for you to attend an individual interview with a Careers Adviser prior to your Welcome Event.
- 13 & 14. Please enter the estimated grades for the subjects/courses you are currently following, or the actual grades of qualifications/ examinations already taken. Please make sure you indicate the level of the course, i.e. GCSE, Foundation, Intermediate etc.
15. If you have any career plans, please note them here.
16. Please tell us how you heard about the College, eg. through school, a friend, Connexions or an advert.
17. All applicants for full-time courses have to supply a written reference. If you are under 19 and/or have been in full-time education for the last 2 years, your reference should be from your current or most recent school or college. If you are 17 or over and haven't been in full-time education for the last 2 years, you will still need to provide a reference from a responsible person other than a family member or friend. We would request that the reference includes details on the following areas: predicted achievement or application to work tasks, motivation, general behaviour and relationships with others, attendance, punctuality, reliability and other relevant comments. Please attach your reference to the form, or have it sent separately to the Admissions Office. Course places will not be offered without a satisfactory reference.
18. Please use this section to provide additional information about yourself, e.g. work experience, interests, skills and other achievements, and why you wish to follow a course at CRC. Applicants who have not recently completed full-time education in school or college please include education/training details in this personal statement.

* Please note fees are correct at time of going to press but may change.

Please keep this page for your reference.