

# Application Form for Admission

## For full-time study

(please complete sections 1-4 in block capitals)

### SECTION 1 – WHAT YOU WANT TO STUDY

Please enter the course or courses you want to take

  

Surname

Date of Birth

Forename(s)

Age (as at 31st August)

Mr/Mrs/Miss/Ms/Dr (delete as appropriate)

Male/Female (delete as appropriate)

Permanent Home Address

Address while studying at the College

(if different from home address)

*Fold here to post*

Postcode

Postcode

Telephone No

Telephone No

Email Address

Mobile No

Emergency Name and Telephone No

### SECTION 2 – EDUCATION AND TRAINING

Most recent Secondary School and/or College Attended:

Name of School/College

Dates From (month/year)

To (month/year)

Please return to:-  
Admissions Office, Farnborough College of Technology,  
Boundary Road, Farnborough, Hampshire, GU14 6SB  
Tel: (01252) 405555 Admissions Office: (01252) 407028.  
Fax: (01252) 407041  
E-mail: admissions@farn-ct.ac.uk  
Principal: Christine Davis



Farnborough College  
of Technology

## Qualifications *(in date order, starting with most recent)*

Year	Qualification (eg GCSE, NVQ)	Subject	Actual/Predicted Grade

## Your Plans *(why do you want to take this course and what would you like to do in the future?)*

*please continue on a separate sheet if necessary*

## SECTION 3 – STATEMENT OF PERSONAL ACHIEVEMENT

When appropriate, please bring your national record of achievement and any other portfolio to your interview.

## Work experience *(paid, voluntary or through school)*

Date	Employer and type of work

## Hobbies and Interests

## Declaration

**I certify that the information given in this application is correct in all aspects.**

*(Please ensure you have completed sections 1-4 – thank you)*

By signing this form I agree to the recording & processing of personal data as outlined in the College Data Protection Declaration and agree to information about my health and support needs being shared with relevant members of staff.

Signature of Applicant

Date

## DATA PROTECTION ACT (1998)

Data requested/used by the College is covered under the Data Protection Act 1998. Personal data will be used for the purposes of College business and will be held for no longer than is required. Where appropriate, the data may be processed by other departments within the College. The data will not be passed to any other third party without your consent, except where the College is by law required to do so. Any formal queries concerning the use of your data should be addressed to the Academic Registrar (College Data Protection Officer).

## SECTION 4 – SUPPORT FOR STUDENTS WITH DISABILITIES

The College welcomes students from all backgrounds and abilities and has successfully supported students with disabilities in both Further and Higher Education Courses. Your application will be considered on the same academic criteria as other students.

Please indicate if you have a disability for which you will require support or adjustments during your course.

The College has a Disability Support Worker whose role is to advise and support students, ensure appropriate arrangements are in place for students with disabilities, and to ensure policies and practices support equality of opportunity.

Students are encouraged to make contact with the Disability Support Worker prior to starting their course to discuss their support needs and to arrange an informal visit.

### Disability/Learning Difficulty

**Disability** Do you consider yourself to have a disability/health problem? Please tick **one** of the following **No Disability**  98

Multiple disabilities <input type="checkbox"/> 90	Emotional/behavioural difficulties <input type="checkbox"/> 06
Visual impairment <input type="checkbox"/> 01	Mental ill health <input type="checkbox"/> 07
Hearing impairment <input type="checkbox"/> 02	Temporary disability after illness or accident <input type="checkbox"/> 08
Disability affecting mobility <input type="checkbox"/> 03	Profound complex disabilities <input type="checkbox"/> 09
Other physical disability <input type="checkbox"/> 04	Aspergers syndrome <input type="checkbox"/> 10
Other medical condition (e.g. epilepsy, asthma, diabetes) <input type="checkbox"/> 05	Other <input type="checkbox"/> 97

**Learning Difficulty** Do you consider yourself to have a learning difficulty? Please tick **one** of the following **No Learning Difficulty**  98

Multiple learning difficulties <input type="checkbox"/> 90	Dyscalculia <input type="checkbox"/> 11
Moderate learning difficulty <input type="checkbox"/> 01	Other specific learning difficulty <input type="checkbox"/> 19
Severe learning difficulty <input type="checkbox"/> 02	Autism spectrum disorder <input type="checkbox"/> 20
Dyslexia <input type="checkbox"/> 10	Other <input type="checkbox"/> 97

### Ethnic Origin

Farnborough College of Technology is committed to equality of opportunity. In order to promote education and training opportunities for all, the Department for Education has requested that Colleges collect this information. This information will be treated in the strictest of confidence.

Asian/Asian British	Black/Black British	Mixed	White	Other
Bangladeshi <input type="checkbox"/> 11	African <input type="checkbox"/> 15	White & Asian <input type="checkbox"/> 19	British <input type="checkbox"/> 23	Chinese <input type="checkbox"/> 18
Indian <input type="checkbox"/> 12	Caribbean <input type="checkbox"/> 16	White & Black African <input type="checkbox"/> 20	Irish <input type="checkbox"/> 24	Nepali <input type="checkbox"/> 90
Pakistani <input type="checkbox"/> 13	Other Black Background <input type="checkbox"/> 17	White & Black Caribbean <input type="checkbox"/> 21	Other White Background <input type="checkbox"/> 25	Any Other <input type="checkbox"/> 98
Other Asian Background <input type="checkbox"/> 14		Other Mixed Background <input type="checkbox"/> 22		

### Nationality

Have you been permanently resident in the EU for 3 years or more for any purpose other than study? Yes  No

If no, on what date did you enter the EU? \_\_\_ / \_\_\_ / \_\_\_

In which Countries did you previously reside?

**Please Note:** If you have not always resided in the EU, we will need to see your passport at enrolment.

### Tuition Fees

If you are under 19 on 31st August (year of entry) you will NOT have to pay any tuition fees when you start a full time course. (If you become 19 during the first year of a two-year course you will also be exempt from the tuition fees in the second year). For students outside the European Community, an overseas tuition fee will be payable.

Nationality

Are there any restrictions on the length of stay in the UK? Yes  No

Are you a refugee? Yes  No

Are you an asylum seeker? Yes  No

## SECTION 5 – INTERVIEWER’S NOTES. FOR OFFICE USE ONLY

Motivation

Educational background

Organisational skills

Communications

Suitability for course

Learning support needs

Interviewer’s name

Date

Tutors: Please complete the relevant sections of the Tracker Sheet at the back of the form.

## SECTION 6 – TRACKER SHEET. FOR OFFICE USE ONLY

Tutors: Please complete and action.

*Fold here to post*

### Learning Support Needs

Study Skills Needs required (tick)

Study Skills Team Informed (date)

Other Support Needs Required (tick)

Support Staff Informed (date)

### Interview

Interview Date

Time

Date letter sent

Name of interviewer

Applicant attended (tick)

Yes

No

2nd Interview Date

Time

Date letter sent

Applicant attended (tick)

Yes

No

### Offer

Unconditional

Date letter sent

Conditional on

Date letter sent

Conditions satisfied

Date letter sent

Enrolment details

Date letter sent

### Referral to another course *(reason for referral)*

Suggested course(s)

Name of Course Tutor

Date from sent to Course Tutor