

HNC/HND Application Form 2013/14

Applicants for HNC or HND programmes at Amersham & Wycombe College can apply directly to the college using this form.

Applicants for <u>full time</u> foundation or honours degrees accredited by Bucks New University must apply through UCAS.

Applicants for <u>part time</u> foundation degrees accredited by Bucks New University, please apply directly to the college using the part time course application form.

All forms are available from the "Applying" page on the college website.

If you have any questions, please call 0800 614 016 or email info@amersham.ac.uk

www.amersham.ac.uk

Personal Details

Sumame:				
Previous Name (if changed within 3 years):				
First Name:	Title:			
Date of Birth:				
Gender: M F Present Address:				
County:				
Postcode:				
Have you lived at this address for more than three years? Yes No				
Telephone Number (Home):				
Telephone Number (Work):				
Mobile Number:				
Email Address:				
National Insurance Number:				
Have you previously enrolled at the college?	Yes	No		
If yes, state Enrolment Number:				

Local Education Authority (eg: Bucks County Council) if known/applicable:

If you are still at school or college, or have attended in the last two years, please completed:

College/School name:

Emergency Contact Details

Please give the name and telephone number of someone who may be contacted if you are taken ill or have an accident whilst at college.

Name

Relationship:

Telephone (Home):

Telephone (Work):

Equal Opportunities

Amersham & Wycombe College is an equal opportunities provider. For the equal opportunities policy to be effective, it is necessary to monitor all applications. Answering the questions below will not affect or influence your eligibility for one of our training programmes.

White English/Welsh/Scottish/Northern Irish/British 31 Irish 32 Gypsy or Irish Traveller 33 Any other White background 34 **Mixed/Multiple Ethnic Group** White and Black Caribbean 35 White and Black African 36 White and Asian 37 Any other mixed/multiple ethnic background 38 Asian/Asian British Indian 39 Pakistani 40 Bangladeshi 41 Chinese 42 Any other Asian background 43 Black/African/Caribbean/Black British African 44 Caribbean 45 Any other Black/African/Caribbean background 46 **Other Ethnic Group** Arab 47 Any other ethnic group 98 Not provided 99

Nationality

Country of Domicile: (Where you normally live)

Please state your nationality as described on your passport:

Have you been a permanent resident c
an EU country for the last 3 years?

Yes	No	
163	140	

If you are not an EU citizen or have not been permanently resident in the EU for the last 3 years please complete the following (passport & immigration documents must be provided as evidence):

In which country did you live?

Date of entry into the UK:

Are there any restrictions on the length of your stay in the UK e.g. limited leave to remain?

If Yes please state the restrictions:



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Fees	
Who is expected to pay your fees?	
Please tick appropriate box:	
Career Development Loan	You (with student loan or other funds)
Your employer	Other sponsor
If you are likely to be sponsored by an employer or other organisat number, fax and email address if known.	ation, please give the name and address of the sponsoring body, together with a contact name, telephone
Learning Support	
Do you have any additional needs that may affect your learning?	Yes No
Do you need support with any of the following?	Yes No
If yes, please tick below:	
Dyslexia (with evidence of assessment)	Dyslexia (not yet diagnosed, but feel you may be)
Learning difficulty (please give details below*)	Medical needs (e.g. Diabetes/Epilepsy/Severe Asthma/Allergies)
Disability (e.g. Mobility/Physical/Hearing/Visual)	Mental health issues (eg: Depression/Bi-polar/Schizophrenia/or other*)
* Further details	

Qualifications

This section must be completed in order for your application to be processed. If you have not yet taken exams, it is essential that you provide us with your predicated grades. Please include information on all qualifications, i.e. GCSE, Novas, BTEC, Diplomas, A Levels or any other subjects you may have studied.

Qualification:	Date of Exam Month/Year:	Subject:	Predicted Grade (Result):	Actual Grade (Result):

Course Applied For

Course Code**:	Course Title:	Date of Course:

**Leave blank if your course has no course code in the course listing

Other studies/training/work or other relevant experience/skills

You are strongly advised to submit supplementary information in support of your application, providing further details of any qualifications, skills or experience you consider relevant.

Referee

Please give the name and address for a referee. The referee should be academic or professional.

Name:	
Job Title:	
Relationship to you: (eg: tutor, line manager, etc)	
Address:	
Addi 655.	
Telephone (inc. international/STD code):	
Fax (inc. international/STD code):	

Email:



Personal Statement

Please indicate your reasons for choosing the course applied for, career aspirations and any other information, such as hobbies and interests, that you wish us to know about when considering your application. Please use the supplementary pages if required.

(Personal statement continued.)



(Personal statement continued.)

Feedback

Please tell us how you came to know about the course for which you are applying.

 Amersham & Wycombe College website UCAS website (for undergraduate applicants) Online/other website (please specify in box below) Education Exhibition in the UK (please specify in box below) Official representative of Amersham & Wycombe College (please specify in box below) Advertisement (please specify in box below where you saw the advert) Direct Mail (please specify in box below) Friends and family Other - please specify below 	
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Friends and family	Advertisement (please specify in box below where you saw the advert)
	Direct Mail (please specify in box below)
Other - please specify below	Friends and family
	Other - please specify below

Data Protection Act 1984, 1988

I agree to Amersham & Wycombe College processing personal data contained in this form, or other data which the institution may obtain from me or other people, whilst I am an applicant. I agree that information received by the institution will be stored in hard copy and in a central computer database, and that it will be used for internal college administrative and management purposes and for those purposes registered with the Data Protection Registrar.

The college may, at any time, ask you, your referee or your employer to provide more information about your application (for example, proof of identity, status, qualifications or employment history). If we do not receive this information by a set date, or the information is not satisfactory, we can cancel your application.

Name	
I have understood and agree to the data protection terms	
Date	
Tick this box if you do not wish to be contacted in respect of surveys and research [4]	Ľ
Ticks this box if you do not wish to be contacted about courses or learning opportunities ([3]

Either email this form to: info@amersham.ac.uk or print out and post it to the following address (no stamp required) Course Information Team, Amersham & Wycombe College, FREEPOST, Stanley Hill, Amersham, Buckinghamshire HP7 9BR.