

Pre-16 Supported Progression Programme Year 10 Students

APPLICATION FORM

BEFORE APPLYING:

To help you decide whether you would like to apply for the Supported Progression scheme, please read through the information provided. It's a two year programme so make sure you know what's involved before you commit. The guidance notes are there to help you fill in the application form so please read those first. You will also need to check with your parent(s) or carer(s) that:

- you will not be on holiday or at work when the Supported Progression events are taking place
- it's okay for you to attend the residential events

PLEASE NOTE:

Section 3 must be completed and signed by your parent/carer so please make sure you give it to them in plenty of time.

Once you and your parent/carer have signed the form, you will need to give it to your teacher or Aimhigher/Gifted and Talented Coordinator. It might be best to give it back to the staff member who passed the information on to you. They will then need to write a reference and return the form to us.

The closing date for **receipt** of applications is **Friday 4th February 2011** (we suggest you pass this form to your teacher/coordinator at least a week before the deadline). Applications received after this date may not be considered.

SECTION 1: PERSONAL DETAILS

First Name(s):

Surname:

Home Address:
.....
.....

Postcode:

Home phone number:
(Including area code)

Mobile number:

Email address:

Gender (please tick): Male Female

Date of Birth:

SPECIAL REQUIREMENTS AND SUPPORTING INFORMATION

Do you have any additional needs we can assist with? These may include learning difficulties, disabilities, allergies or any other relevant health or medical information. This will help us when planning events for you at the University. (NB: This information will not be used in the selection process.)

Are you entitled to free school meals? (Please tick) Yes No

Have you previously attended a university or higher education based summer school? (Please tick) Yes No

If the answer above is yes:

When did you attend the summer school?:

What year group were you in at the time?:

Where was the summer school held?:

What subjects are you currently studying at GCSE/equivalent?: (List, in any order, below.)

1.	5.	9.
2.	6.	10.
3.	7.	11.
4.	8.	12.

I know University may seem like a long way off, so don't worry if you change your mind, but are there any subjects you think you *might* be interested in studying at Durham University?:

1. <input style="width: 95%; height: 20px;" type="text"/>	3. <input style="width: 95%; height: 20px;" type="text"/>
2. <input style="width: 95%; height: 20px;" type="text"/>	4. <input style="width: 95%; height: 20px;" type="text"/>

Some of the residential activities will include opportunities to pursue other/extra-curricular interests you may have (i.e. writing, drama, sports etc.) Please tick below if you are interested in any of the following:

Dance	<input type="checkbox"/>	Journalism	<input type="checkbox"/>	Outdoors	<input type="checkbox"/>	Music	<input type="checkbox"/>
Film	<input type="checkbox"/>	Creative Writing	<input type="checkbox"/>	Art	<input type="checkbox"/>	Languages	<input type="checkbox"/>
Drama	<input type="checkbox"/>	Sport/Active	<input type="checkbox"/>	Charity/Conservation	<input type="checkbox"/>	Other: (please specify)	

SECTION 3: PARENTAL/CARER DETAILS

Please read the guidance notes before you complete this section of the form. It will help you understand why we're asking these questions and what we hope your son/daughter could gain from being part of the scheme.

Name of parent/carer:

Relationship to child:

Daytime contact telephone number:

The next questions should be answered by the **main wage earner in the household**. (The main wage earner is the person responsible for the accommodation or who has the highest income.) These questions will help us to identify students who will most benefit from this opportunity.

Which of the following best describes you? Please tick one:

Employee (employed by an individual or an organisation)	<input type="checkbox"/>
Employer (you employ others)	<input type="checkbox"/>
Self-employed (you work for yourself and don't employ others)	<input type="checkbox"/>
Unemployed for the past 12 months (if less than 12 months then answer for your previous role)	<input type="checkbox"/>
In full-time education	<input type="checkbox"/>

What is your job title?:

e.g. Teacher/Call Centre Agent/Electrician/Cashier, etc., or 'Not Applicable':

What does the organisation you work for make/do?:

e.g. Retail, manufacturing, hotel, education etc., or 'Not Applicable':

How many people, in total, work in

your organisation or firm?: (Please tick one)

0 - 24

25 - 499

500+

N/A

Do you have any formal responsibility for supervising

the work of other employees?: (Please tick one)

Yes

No

N/A

Are you currently studying for a degree?: (Please tick)

Yes

No

What is the **highest** educational qualification you and (if applicable) your partner have obtained?:

	You	Partner
City and Guilds Certificate/O Level/GCSE/CSE or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
A-Level or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
Higher Education below degree (e.g. HND, HNC)	<input type="checkbox"/>	<input type="checkbox"/>
Foundation Degree	<input type="checkbox"/>	<input type="checkbox"/>
Bachelors Degree or equivalent (e.g. BA, BSc)	<input type="checkbox"/>	<input type="checkbox"/>
Masters/ PhD or equivalent	<input type="checkbox"/>	<input type="checkbox"/>
No Formal Qualifications	<input type="checkbox"/>	<input type="checkbox"/>
Other (please state)	<input type="checkbox"/>	<input type="checkbox"/>

Signature:

Date:

The UK Data Protection Act (1998) states that we should gain parental/carer consent to process and retain your son's/daughter's/this young person's application data. We will process the data in accordance with the principles of this Act. Parental/student and pupil background information will be used to evaluate the effectiveness of our programmes. Information will be securely retained by Durham University for evaluation and tracking purposes. This data will NOT be used for marketing purposes.

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Safeguarding Your Information

Please read this form carefully, it is very important that you fill it out correctly in order that we can properly safeguard your personal information.

At some point during the programme you, or someone on your behalf, may wish to contact us regarding a question or query they may have about Supported Progression. If someone contacts us on your behalf, or wishes to contact you whilst you are attending one of our events, **we will only talk about you and divulge any necessary personal information with your express written consent.**

Please let us know which people we may talk to by completing the box below:

Your Family/Friends:

I am happy for you to release any necessary personal information in the course of a discussion to the following people (please put their full name and what relation they are to you, i.e. grandparent/father):

Name: _____ **Relationship to you:** _____

Name: _____ **Relationship to you:** _____

Name: _____ **Relationship to you:** _____

Name: _____ **Relationship to you:** _____

Your School:

At some point, you may ask your teacher to speak to us on your behalf, or your school may be interested to know whether you've been accepted onto the programme. We would also like to arrange your *In-School Guidance* sessions with your teacher/coordinator. If you are happy for us to talk to your school, please circle 'yes' below:

YES / NO

(please circle)

What is the name of your school? _____

* * *

Your name (printed): _____

Your Signature: _____

Date: _____

The information we hold about you is that which you have given to us in your application/information forms prior to the event and is kept in strict accordance with Data Protection legislation.

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Monitoring Information**

This information is used for monitoring purposes only and will be kept separate from your application form and personal details. It will **not** be used in the selection process and you do not have to complete all sections if you do not wish to.

Do you consider yourself to have any of the following disabilities? (This information is used to assist attendees and will NOT be used in the selection process).

	Yes (please tick)
Specific learning difficulties e.g. dyslexia:	<input type="checkbox"/>
Blind/partially sighted:	<input type="checkbox"/>
Deaf/hard of hearing:	<input type="checkbox"/>
Aspergers syndrome/Autistic spectrum disorder:	<input type="checkbox"/>
Wheelchair user/mobility difficulties:	<input type="checkbox"/>
Mental health difficulties:	<input type="checkbox"/>
Non visible disability e.g. diabetes, epilepsy:	<input type="checkbox"/>
If you have ticked 'yes' to any of the above, or if your disability is not listed, please provide details here: 	

What ethnic group do you belong to? (Please tick)

White	<input type="checkbox"/>	Indian	<input type="checkbox"/>	Pakistani	<input type="checkbox"/>	Bangladeshi	<input type="checkbox"/>	Asian-other	<input type="checkbox"/>
Black African	<input type="checkbox"/>	Black Carribean	<input type="checkbox"/>	Black-other	<input type="checkbox"/>	Chinese	<input type="checkbox"/>	White & Black Carribean	<input type="checkbox"/>
White & Black African	<input type="checkbox"/>	White & Asian	<input type="checkbox"/>	Other	<input type="checkbox"/>				

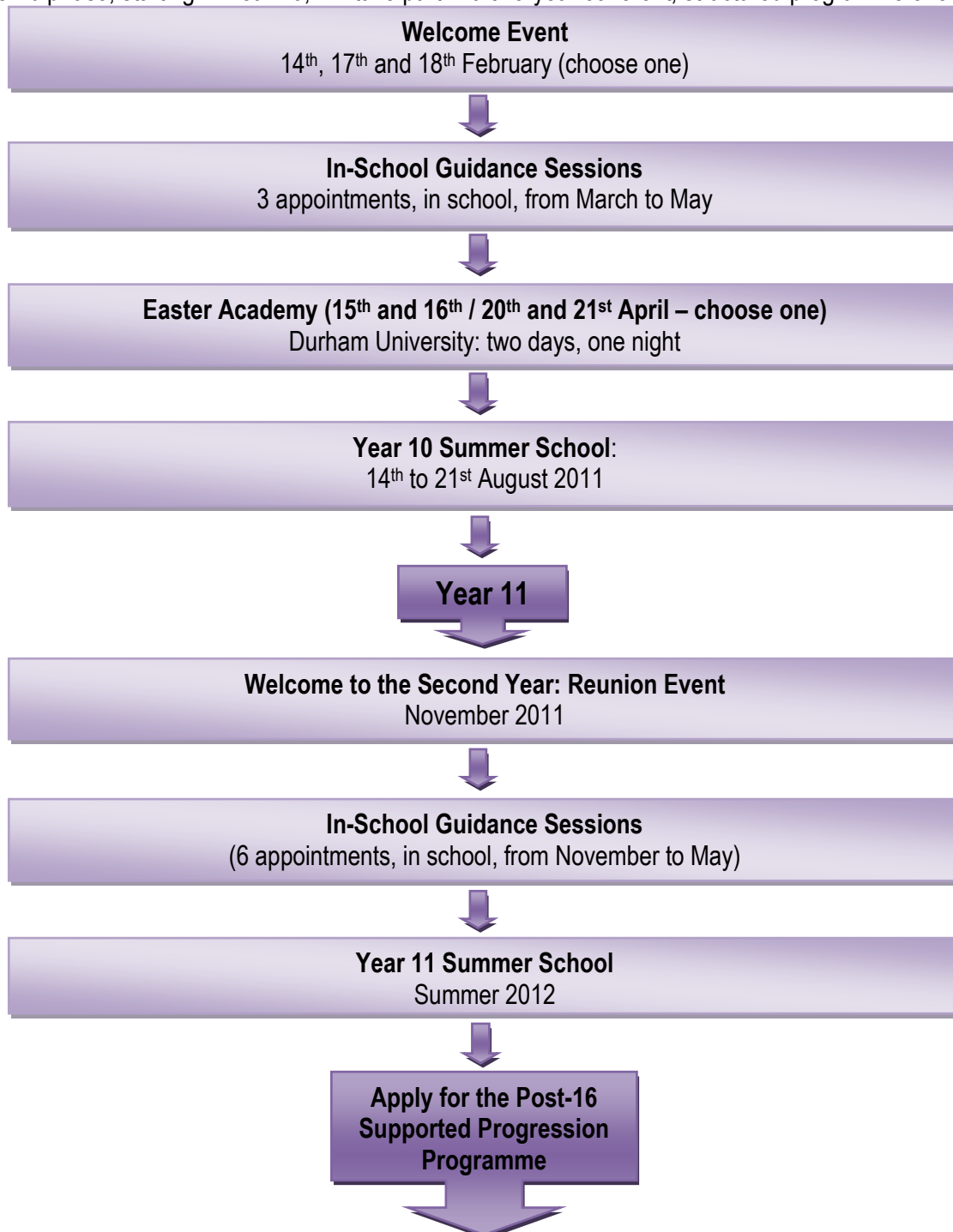
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What is Supported Progression?

Supported Progression is a scheme for talented students in County Durham and Tees Valley who have the potential to study at a university like Durham and would benefit from additional support to help them reach their full potential.

The Programme

The scheme offers a tangible package of academic support and information and guidance. Students on the pre-16 phase, starting in Year 10, will take part in a two-year coherent, structured programme of events.





CONTACT

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Pre-16 Supported Progression Programme Director

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FEEDBACK:

- Feedback on decisions can be provided upon request
- Under the Data Protection Act a request for feedback should come from the applicant or from someone that the applicant gives express and voluntary consent, in writing, to act on their behalf, such as a school adviser.
- The University does not provide feedback to parents unless the applicant has given prior, express and voluntary consent, in writing.

COMPLAINTS & APPEALS:

- If an applicant has a query following the provision of feedback and is unable to resolve this informally, a complaint may be made. Complaints should be made under the University's complaints policy. (www.dur.ac.uk/resources/university.calendar/volumei/current/code.appeals.pdf)
A complaint is defined as a specific concern related to a procedural error, irregularity or mal-administration in the admissions procedures or policies.
- Appeals, defined as a request by an unsuccessful applicant for a formal review of the outcome of an admissions decision, will not be considered.
- Applicants will not be discriminated against in any further application should they request feedback, or make a complaint under the University's policies and procedures.

Please return your application form to the address listed above or in the pre-paid envelope.

CLOSING DATE: Friday 4th February 2011