

Have you attended Nescot before?  Yes  No

Gender?  Male  Female

**Family Name:**  
**Given Names:**  
**Title:**

Date of Birth Age on 31st August 2012

DD	MM	YY
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**Permanent home address:**

Post Code:

**Address whilst at college** (if different from above):

**Which subject are you applying for?**

Course Start Date?	Please tick, do you want to study:		
<table border="1" style="display: inline-table; border-collapse: collapse;"> <tr> <td style="width: 20px; text-align: center;">MM</td> <td style="width: 20px; text-align: center;">YY</td> </tr> </table>	MM	YY	<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time (eve) <input type="checkbox"/> Part-time (day) <input type="checkbox"/> Apprenticeship
MM	YY		

**National Insurance Number**

**Residence** (To be completed by all applicants)  
**In which country do you normally live?**

**Have you lived OUTSIDE of the UK/EU within the last 3 years?** (Excluding holidays)  Yes  No

**If YES, on which date did you enter the UK/EU?** (Excluding holidays):

Do you require a VISA to enter or stay in the UK?  Yes  No

Are you an asylum seeker / refugee?  Yes  No

**Telephone Number**

**Mobile Telephone Number**

**E-mail address**

**Emergency Contact Details / Next of Kin**

Name:

Relationship:

Tel Number:

**Safeguarding**

Are you currently, or have you recently lived in care?  Yes  No

**If YES**, which council looks after you?

Name of social worker?

Do you live independently?  Yes  No

- Ethnicity**
- White**
- English / Welsh / Scottish / Northern Irish / British
  - Irish
  - Gypsy or Irish Traveller
  - Any Other White background

- Mixed / Multiple ethnic groups**
- White and Black Caribbean
  - White and Black African
  - White and Asian
  - Any Other Mixed / ethnic background

- Asian / Asian British**
- Indian
  - Pakistani
  - Bangladeshi
  - Chinese
  - Any other Asian background

- Black / African / Caribbean / Black British**
- African
  - Caribbean
  - Any other Black / African / Caribbean

- Other ethnic group**
- Arab
  - Any other ethnic group

**UCAS Number** (Only applies to HE students)

Nescot Office Use Only:  Referred OA  Residency Checked

Interview Date:

Offer Date:

Nescot Learner Number:



## Further Information

Please supply any relevant information that you feel will support your application. (E.g. Practical experience, study abroad, volunteer work, hobbies or activities, positions of responsibility).

**In particular, you should explain why you are applying for your chosen course.**

If necessary please continue on separate sheet and attach to this form.

## Safeguarding

Nescot is committed to ensuring that learners are enrolled on suitable courses and it is important to know if applicants have criminal convictions. All applicants for courses involving working with children and vulnerable adults will be required to complete a CRB check.

**Have you ever been convicted of a criminal offence, spent or otherwise?**  
(excluding minor motoring offences)

Yes  No

If you answer YES further information will be asked for, which will be treated in a confidential manner.

**Privacy Notice:** We have to record and use some personal information about you in order to provide your course and to claim funding for it. Your information will be securely stored in our computer-based student records system. The records are used to: run your course, manage the College, claim funding from the Government, and provide student support.

All staff of the College have access to basic information about each and every student through the student records system.

They use this information to: organise classes, arrange exams and assessments, monitor progress and attendance, offer additional support and to locate and contact students.

We understand that some of the information you give us is private. All staff are trained to abide by the Data Protection Act and respect their duty of confidentiality to you, and have this written in their contracts. We keep all paper and electronic records safe. If there are details that you wish to keep confidential, even though this may mean missing out on some support, then please discuss this with a member of the Advice & Guidance team..

The personal information you provide is passed to the Chief Executive of Skills Funding (“the Agency”) and, when needed, the Young People’s Learning Agency for England (“the YPLA”) to meet legal duties under the Apprenticeships, Skills, Children and Learning Act 2009, and for the Agency’s Learning Records Service (LRS) to create and maintain a unique learner number (ULN). The information you provide may be shared with other partner organisations for purposes relating to education or training.

Further information about use of and access to your personal data, and details of partner organisations are available at: [www.skillsfundingagency.bis.gov.uk/privacy](http://www.skillsfundingagency.bis.gov.uk/privacy), [www.ypla.gov.uk/privacy](http://www.ypla.gov.uk/privacy) and [www.learningrecordsservice.org.uk](http://www.learningrecordsservice.org.uk)

Tick this box  if you **DO NOT** wish to be contacted by the SFA (Skills Funding Agency) or its partners in respect of surveys and research. At no time will your personal information be passed to organisations for marketing or sales purposes.

Please tick here  if you **DO NOT** wish to be contacted by NESCOL about courses or learning opportunities by post. The full College’s data protection policy may be located on the College website [www.nescot.ac.uk](http://www.nescot.ac.uk).

Signature of Applicant

Date

## How did you find out about courses at Nescot?

Family / Friends

School

Connexions

Open Evenings

Employer

Newspaper

Radio

Website

Roadside Banner

Facebook/Twitter

Job Centre

Other please state:

## YOUR APPLICATION IS NOW COMPLETE

Please return to: Advice & Guidance, NESCOL, Reigate Road, Ewell, Epsom, Surrey, KT17 3DS

☎ 020 8394 3038

✉ info@nescot.ac.uk

🌐 www.nescot.ac.uk

Nescot Office Use Only  
Safeguarding Sign Off

Date:

Staff Name:

Staff Signature:

## Learner Learning Agreement

(To be completed with a member of Nescot staff at Enrolment)

Disclosure Statement: By agreeing to be part of Nescot College, I am aware that the college reserves the right to contact my parent/guardian (if I am under 19 years old at the start of my programme) to share attendance, progress and achievement data. I understand that if my employer is paying my fees or releasing me from work details of my attendance, progress and achievement can be shared with my employer. I understand that in certain circumstances Nescot may need to share attendance, progress and achievement data with other concerned professionals, such as social workers, youth team workers and learners support services. I understand that Nescot will respond to reference requests from employers.

- I confirm that I have been interviewed and assessed for this course and received advice and guidance as appropriate.
- I know that the course involves all activities of learning and accreditation and achievement, including assessment, general and specific learner support services, and enrichment activities as appropriate.
- I have been advised that if I am enrolling on a course leading to a qualification under Section 96 or Section 97 of the Learning and Skills Act 2000, I will be expected to enter or register for the examination, or the equivalent, at the appropriate time and pay any associated fees.

I have read the details above. I have read and understood the Student Code of Conduct and agree to follow the behaviours as stated in the document shown to me. I understand that if I do not pay my fees, or am late for classes, or do not attend, my enrolment may be terminated by the College. I agree to Nescot using personal data contained in this form or any other data which the College may obtain from me, or other people, whilst I am a student for any purposes connected with my studies or my health and safety whilst on the premises, or for any other legitimate reason. I confirm that the College will from time to time contact me by SMS regarding college related matters.

**Learner Signature**

**Name (please print)**

**Date**

Signed on behalf of Nescot College

**Name (please print)**

**Date**

### FOR OFFICE USE ONLY

To be completed by a member of college staff at Enrolment

Course Title

Course Code

Course GLH

Start Date

Expected End Date

Fees

TU  REG  AFF

EX  MT  OTH

### Adult learners applying for ULN

please tick to confirm the ID evidence you have seen:

- CRD  Bank/credit/debit card    PPT  Passport  
 NIN  National Insurance Card    PPT  Driving Licence  
 BEV  Benefit Evidence  
 Other (please specify):

Notes/Special Instructions:

