

4 ACADEMIC INFORMATION

Are you a current student at Forth Valley College?

If yes, please state course title or course code

Yes No

Please indicate the highest level of qualification you currently hold (✓*Please tick only one box*)

SCQF Level 0 No Qualification Held <input type="checkbox"/>	SCQF Level 2 Access 2, National 2 <input type="checkbox"/>	SCQF Level 3 Access 3, Standard Grade, Foundation, National 3 <input type="checkbox"/>	SCQF Level 4 Intermediate 1, Standard Grade General, NC, National 4, Nat. Progression Award, SVQ 1 <input type="checkbox"/>	SCQF Level 5 Intermediate 2, Standard Grade, Credit, National 5, SVQ 2 <input type="checkbox"/>	SCQF Level 6 Higher, SVQ 3 <input type="checkbox"/>	SCQF Level 7 Advanced Higher/Scottish Baccalaureate, HNC, Certificate of Higher Education, SVQ 3 <input type="checkbox"/>	SCQF Level 8 HND, Diploma of Higher Education, SVQ 4 <input type="checkbox"/>	SCQF Level 9 Professional Development Award, Bachelor/Ordinary Degree, Grad Diploma, SVQ 4 <input type="checkbox"/>	SCQF Level 10 Honours Degree, Grad Diploma, Grad Certificate <input type="checkbox"/>	SCQF Level 11 Int. Masters Degree/Masters Degree, Post Grad Diploma, Post Grad Certificate, SVQ 5 <input type="checkbox"/>	SCQF Level 12 Doctorial Degree <input type="checkbox"/>
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Please list your current, and ongoing, qualifications eg. Standard Grades, Intermediate 1, Intermediate 2, Nationals or Higher*

SUBJECT	Grade	Level (*Int 1, etc)	Year of Completion	Complete/Current

Please tell us why you are applying for this course. Include information about your future career plans, previous employment, relevant experience, hobbies and interests (continue on a separate sheet if necessary)

5 REFERENCE

Please give the name and full address of a referee whom we can contact.

Your referee should be someone who can comment on your suitability for the course. This could be your Guidance Teacher at your present or last school, your Course Tutor at college, the person in charge of your Training Programme or an employer representative.

Name of Referee Position

Address

Postcode Telephone No

Email address

Have you been made redundant? If so, when? Name of Employer made redundant by

Yes No

6**ADDITIONAL INFORMATION**

Where did you find out about the College? (✔Please tick only one box)

- News Article
 Social Media
 Radio Advert
 School
 Online Advert
 Press/Outdoor Advert
 Information Event
 Local Knowledge
 Careers Office/Job Centre Plus

From time to time students may be approached by either the Scottish Funding Council (SFC) and the Scottish Government (SG), and/or their partners, to take part in research and surveys to help them plan future provision.

Please tick this box if you do NOT want to be asked to take part in these surveys.

7**EQUAL OPPORTUNITIES**

Forth Valley College is committed to eliminating discrimination, promoting equality and fostering good relations amongst all staff and learners. The College will ensure that all applicants are treated equally regardless of age, disability, gender reassignment, pregnancy and maternity, race, religion and belief, sex and sexual orientation.

All information is kept confidentially by Student Records, in accordance with the Data Protection Act.

8**STUDENT SUPPORT**

The College assists and supports all students with their learning. Please tick the following, appropriate, box/boxes. This information will not affect your chances of being offered a place.

8a**DISABILITY**

Do you have a disability?

Yes No Prefer not to say *If yes, please complete the following:*

- Personal Care Support? Yes No Prefer not to say
- Learning difficulty (for example; dyslexia)? Yes No Prefer not to say
- A specific learning disability (for example; Down's Syndrome)? Yes No Prefer not to say
- Developmental condition (for example; Autistic Spectrum Disorder or Asperger's Syndrome)? Yes No Prefer not to say
- Long-term illness, disease or condition? Yes No Prefer not to say

If yes, please specify

- Mental health condition (for example; depression, schizophrenia or anxiety disorder)? Yes No Prefer not to say
- Physical impairment? Yes No Prefer not to say
- Deafness or partial hearing loss? Yes No Prefer not to say
- Blindness or partial sight loss? Yes No Prefer not to say
- Other impairments or conditions not listed? Yes No Prefer not to say

If yes, please specify

If invited to attend an interview do you require any support (eg. signer)? Yes No

For Health and Safety purposes, please tick the box if you require assistance to recognise the emergency audio alarm, or assistance to evacuate from an upper floor, during an emergency evacuation.

ADDITIONAL SUPPORT INFORMATION

Is English your first language? Yes No If no, what is your first language?

Do you have an English/Communication qualification? Yes No If yes, please state the name of the qualification and level

Have you ever been in Care? Yes No If yes, for how long?

Would you like us to contact you, to discuss any support requirements you may have? Yes No

Do you have unpaid caring responsibilities for a family member or friend who is ill, frail, disabled or has a mental health or addiction problem? Yes No

If you answered YES to the above question, please tell us who you care for? Disabled Child/Children (under 18) Child/Children (under 18)
 Adult(s) (18 and over) Prefer not to say

In the event of a medical emergency please provide a contact name and number: Name Tel N°

YOUR RELIGION, RELIGIOUS DENOMINATION OR BODY

Which group do you most identify with?

None Christian: Protestant Christian: Roman Catholic Christian: Other Muslim

Buddhist Sikh Jewish Hindu

Another religion or body Prefer not to say

RACE - YOUR ETHNIC GROUP

Please choose ONE section from A to G, then tick ONE box which best describes your ethnic group or background.

A. White

Scottish English Welsh Irish

Northern Irish British Gypsy/Traveller Polish

Any other white background

B. Mixed or Multiple Ethnic Groups

Any mixed or multiple ethnic groups

C. Asian, Asian Scottish or Asian British

Indian, Indian Scottish or Indian British Pakistani, Pakistani Scottish or Pakistani British

Bangladeshi, Bangladeshi Scottish or Bangladeshi British Chinese, Chinese Scottish or Chinese British

Any other Asian background

D. Caribbean

Caribbean, Caribbean Scottish or Caribbean British

Any other Caribbean background

E. African Black, Black Scottish or Black British

Black, Black Scottish or Black British

African, African Scottish or African British

Any other Black background

F. Arab

Arab, Arab Scottish or Arab British

Any other Arab background

G. Other Ethnic Background

Any other background

Prefer not to say

Information not known

11 SEX AND GENDER IDENTITY/REASSIGNMENT

Which of the following describes how you think of yourself?

Male (including trans man) Female (including trans woman) Prefer not to say

Other, please specify

Is your gender identity different from the gender you were originally assigned at birth?

Yes No Prefer not to say

Do you identify as being transgender or trans person?

Yes No Prefer not to say

12 SEXUAL ORIENTATION (over 16s only, required to complete this section)

Which of the following options best describes how you think of yourself?

Bisexual Gay Man/Homosexual Gay Woman/Lesbian

Heterosexual/Straight Not sure Prefer not to say

Other, please specify

13 MARITAL STATUS

Which of the following options best describes how you think of yourself?

Married Civil Partnership

Not Married or not Civil Partnership Prefer not to say

Other, please specify

14 DECLARATION

Privacy Statement

The information you provide will be stored securely under current Data Protection Legislation. The information will be used by the College to process your application and for statistical purposes. If your application is successful your data will be shared with the Scottish Funding Council for college funding and statistical purposes, and where appropriate with Skills Development Scotland for statistical requirements, and for support of 16 to 24 years olds in Scotland. Where appropriate we will share relevant information for the purposes of certification with examination bodies, and where relevant we will share information with partner institutions to support your course application, progression and continuation of your course ie. integrated degree programmes. Where appropriate, we will share information which is directly linked to an applicant's funding with the relevant agencies eg. Student Awards Agency for Scotland and Student Loans Company.

Tick to agree to our Privacy Statement.

Portal

The College has developed a portal to allow schools and Education Services across the Forth Valley Region, and Skills Development Scotland to be informed of your application status. The information provided allows the above organisations to support school leavers to secure a place at College.

Please tick if you agree that your data can be viewed by the above partner organisations.

News and Updates from Forth Valley College

We would like to keep you updated with the latest news and information on Forth Valley College.

Please tick here if you would like to be added to our mailing list.

Applicant's Signature

Date

Please return your completed Application Form to:

Student Admissions
Forth Valley College of Further & Higher Education
Grangemouth Road
Falkirk
FK2 9AD

Tel: (01324) 403000

GUIDE TO APPLYING FOR A FULL-TIME COURSE - PAPER APPLICATION

If you choose to apply by filling out a paper application form:

- Paper application forms are available for applicants who do not have access to a computer, but it is recommended (where possible) that you apply online via our website: www.forthvalley.ac.uk
- If you choose to apply online please refer to the 'Guide to Applying for a Full-time Course - Online', on the next page.
- If you complete a paper application form all future correspondence will be sent by post to the address you have provided on your application form.
- Ensure you already have the qualifications, or are working towards obtaining the qualifications, required for the course you are applying for.
- If applying for a Modern Apprenticeship course it is recommended you submit a separate application for a mainstream course, as a back-up.
- Application forms are screened, and qualifications are checked, prior to an interview being arranged, so please provide your Scottish Candidate Number where applicable.
- Provide detailed information in the Academic section relating to the reason you are applying for the course, future career plans, previous employment, relevant experience, hobbies and interests.
- If your application is successfully screened you will most likely be invited to attend a selection interview, so you can prepare for this by thinking about the information you provided in the Academic section of your application.
- The College assists and supports all students with their learning, so please provide any information on additional support needs you might have, on your application. This information will not affect your chances of being offered a place.
- Course interviews for January start full-time courses commence November/December. Interviews for August start courses commence between February and May, depending on the course.
- Applicants providing a mobile telephone number will be sent an interview text reminder the day prior to interview.
- If you are unable to attend your scheduled interview, or wish to withdraw your application at any time, please telephone: **01324 403000** (and ask for Student Records) as soon as possible, so we can offer your interview/course place to another applicant.

We look forward to receiving your application to study at Forth Valley College.

GUIDE TO APPLYING FOR A FULL-TIME COURSE - ONLINE

If you choose to apply online:

- It is recommended you apply online via our website: www.forthvalley.ac.uk
- Paper application forms are also available from all our Campus Receptions, for applicants who do not have access to a computer.
- Ensure you use your personal email address when creating your online account - DO NOT USE an email address previously used to apply for a course belonging to family members for example, as this will result in data being merged.
- An automated email will be generated and sent to the email address you used to apply, immediately following submission of your application. It may be a few months until you hear back from us to confirm the position of your application.
- If you do not receive an acknowledgement email immediately, check your Junk/Spam folder.
- If you apply online all future correspondence will be emailed to you, so if you change your email address please email: student.applications@forthvalley.ac.uk to let us know as soon as possible, so we can update your record.
- Ensure you already have the qualifications, or are working towards obtaining the qualifications, required for the course you are applying for.
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