

Enrolment Form 2013-14



Section 1: Personal Details:

Please enter your name as you would wish it to appear on your certificates

Title: Mr/Mrs/Miss/Ms/other _____

Gender: Male Female

Family name: _____

First name(s): _____

Date of birth: ____/____/____

Age: _____ years

National Insurance No: _____

Your Address: _____

Post code: _____

Tel. no.: _____

Mobile no: _____

Email: _____

Emergency Contact information:

Name: _____

Relationship: _____

Tel. no. _____

Mobile no. _____

Email: _____

Do you live/have you recently lived in supported accommodation e.g. foster care/hostel/residential care?

Yes No Prefer not to say

Do you have caring responsibility for a parent/sibling/other?

Yes No Prefer not to say

** This will help us to offer you support services where appropriate*

STAFF: Please tick ID seen: Bank card British Passport Other passport Driving License Other details _____

Section 2: Information to Assess Fee Status

A. What is your Nationality ? (e.g. Indian, Czech, British) Please state _____

B. Have you been resident in the UK/EU for the last 3yrs? Yes go to section 3 No go to question c

C. In which country do you normally live? _____ What date did you enter the UK? _____

What country did you live in before entering the UK? _____ How long did you live there? _____

Do you have any restrictions in the amount of time you can stay in the UK? Yes No

STAFF INSTRUCTIONS: Please ensure a copy of passport or visa is taken and checked for students who require a status check

Section 3 Your Choice of Course:

Please indicate which course you are applying for:

Course Title	Level

Have any of the above qualifications above been completed in part? Yes No

If yes please give details: _____

Have you ever studied with Chiltern Training Ltd before? Yes No

4. Equality & Diversity We are committed to equality & diversity. To help us monitor our policy please complete the following:

Ethnicity	Religion	Disability/learning difficulties <i>CTL welcomes learners with disabilities. The information you supply here will be used to identify any support needs and will be kept confidentially. Please tick the box(es) that best describes your disability/learning difficulty:</i>
White	<input type="checkbox"/> No religion	<input type="checkbox"/> I have no disabilities/learning difficulties
31 <input type="checkbox"/> English/Welsh/Scottish/N Irish/British	<input type="checkbox"/> Christian	<input type="checkbox"/> Visual impairment
32 <input type="checkbox"/> Irish	<input type="checkbox"/> Buddhist	<input type="checkbox"/> Hearing impairment
33 <input type="checkbox"/> Gypsy/Irish Traveller	<input type="checkbox"/> Hindu	<input type="checkbox"/> Disability affecting mobility
34 <input type="checkbox"/> any other white background	<input type="checkbox"/> Jewish	<input type="checkbox"/> Other physical disability
Mixed/Multiple Ethnic group	<input type="checkbox"/> Muslim	<input type="checkbox"/> Other medical conditions e.g. epilepsy, asthma
35 <input type="checkbox"/> White & Black Caribbean	<input type="checkbox"/> Sikh	<input type="checkbox"/> Emotional/behavioral difficulties
36 <input type="checkbox"/> White & Black African	Other _____	<input type="checkbox"/> Mental Health difficulties
37 <input type="checkbox"/> White & Asian	Prefer not to say:	<input type="checkbox"/> Temporary disability after illness
38 <input type="checkbox"/> Any other mixed	Sexual Orientation:	<input type="checkbox"/> Profound complex disabilities
Asian/Asian British	<input type="checkbox"/> Heterosexual	<input type="checkbox"/> Asperger syndrome
39 <input type="checkbox"/> Indian	<input type="checkbox"/> Homosexual	<input type="checkbox"/> Other
40 <input type="checkbox"/> Pakistani	<input type="checkbox"/> Lesbian	<input type="checkbox"/> Moderate learning difficulty
41 <input type="checkbox"/> Bangladeshi	<input type="checkbox"/> Bi-sexual	<input type="checkbox"/> Severe learning difficulty
42 <input type="checkbox"/> Chinese	<input type="checkbox"/> Do not know	<input type="checkbox"/> Dyslexia
43 <input type="checkbox"/> Any other Asian Background	<input type="checkbox"/> Other	<input type="checkbox"/> Dyscalculia
Black/African/Caribbean/Black British	<input type="checkbox"/> Prefer not to say	<input type="checkbox"/> Other specific learning difficulty
44 <input type="checkbox"/> African		<input type="checkbox"/> Autistic Spectrum Disorder
45 <input type="checkbox"/> Caribbean		Do you have a statement of Educational Needs?
46 <input type="checkbox"/> any other Black/African/Caribbean		Yes <input type="checkbox"/> No <input type="checkbox"/>
Other		
47 <input type="checkbox"/> Arab		
98 <input type="checkbox"/> Any other ethnic group		

5. Declaration/Criminal Convictions: *This section must be completed*

A. Do you have any criminal convictions? Yes No

If yes please give details: _____

Please be aware that for some courses e.g. childcare you must tell us about any criminal convictions, including spent sentences, cautions & reprimands.

6. Marketing information

A) How did you hear about CTL? _____

7. Employment Details

Please tick the box which best describes your employment status:

Employed (go to section A)

Self Employed (go to section A)

Unemployed (go to section B)

Section A

Are you employed? Full Time Part Time Number of hours per week _____

How long have you been employed? Less than 6 months 6-11 months 12-23months 24months+

Employer name: _____

Employer Address: _____ **Post code:** _____

Employer phone no.: _____ **email:** _____

Does the company employ 250 or more employees? Yes No Don't know

Will you be attending the course in your employer's time? Yes No

Section B

How long have you been unemployed? Less than 6 months 6-11 months 12-23months 24months+

Are you in receipt of Job Seekers or Employment Allowance? Yes No

8. Prior Attainment Please check the table and tick each line if the description of qualifications applies to you.

NVQ Level	Examples of Academic/Vocational Level Equivalent	Details/ Grades	Tick
No formal qualifications	No qualifications taken		
Other qualifications— level unknown			
Entry Level	Entry level Word Power/ Number Power, Entry Certificate in Adult Numeracy/ Literacy, Entry level English for Speakers of Other Languages (ESOL), Entry Skills for Life, Other Entry Level qualifications		
Level 1	GCSE's/ CSE's grades D-G, 1 AS level, Level 1 in Adult Literacy/ Numeracy, Level 1 English for Speakers of Other Languages (ESOL), Level 1 Skills for Life, BTEC 1 st Certificate, Foundation Diploma, GNVQ Foundation, NVQ Level 1, other Level 1 qualifications		
Level 2	5 or more GCSE's/ CSE's grades A*-C, 1 A Level, 2 or 3 AS levels, Level 2 in Adult Literacy/ Numeracy, Level 2 English for Speakers of Other Languages (ESOL), BTEC 1 st Diploma, Higher Diploma, GNVQ Intermediate, NVQ Level 2, other Level 2 qualifications		
Level 3	2 or more A levels, 4 or more AS levels, AVCE Double Award, Baccalaurate (L"), BTEC National Award, EDEXCEL Advanced Diploma, National Diploma, Access to Higher Education, GNVQ Advanced, NVQ Level 3, other level 3 qualifications		
Level 4	Teaching Certificate, Higher Education Certificate, HNC, Nursing (SRN) NVQ Level 4, other Level 4 qualifications		
Level 5 and above	Teaching Diploma including DTTLS, Foundation Degree, Higher Education Diploma, HND, Higher Nursing Diploma, GNVQ Level 5, NVQ Level 5, Other Higher Level qualifications		

