

9. WHAT PROMPTED YOU TO APPLY TODAY? (Please tick)

- Website Friend/Family Employer Advertising
 Prospectus Connexions Other

| OFFICE USE ONLY | | | | | | | | | | | | | |
|-----------------|--|--|--|--|--|--|------|--|--|--|--|--|--|
| Person Code: | | | | | | | ULN: | | | | | | |
| | | | | | | | | | | | | | |

10. ETHNIC ORIGIN (Please tick)

- | | | | | |
|---|---|--|---|---|
| Asian or Asian British | Black or Black British | Mixed | White | Chinese or other ethnic group |
| <input type="checkbox"/> 11 - Bangladeshi | <input type="checkbox"/> 15 - African | <input type="checkbox"/> 19 - White & Asian | <input type="checkbox"/> 23 - British | <input type="checkbox"/> 18 - Chinese |
| <input type="checkbox"/> 12 - Indian | <input type="checkbox"/> 16 - Caribbean | <input type="checkbox"/> 20 - White & Black African | <input type="checkbox"/> 24 - Irish | <input type="checkbox"/> 98 - Any other |
| <input type="checkbox"/> 13 - Pakistani | <input type="checkbox"/> 17 - Any other | <input type="checkbox"/> 21 - White & Black Caribbean | <input type="checkbox"/> 25 - Any other | |
| <input type="checkbox"/> 14 - Any other Asian background | Black background | <input type="checkbox"/> 22 - Any other mixed background | White background | |

11. LEARNING DIFFERENCES

Please indicate whether you have any learning disabilities/difficulties Yes No

In order for us to support you fully during your time at College, please tick any of the following boxes that apply to you:

Disabilities

- | | | | |
|---|--|---|-------------------------------------|
| <input type="checkbox"/> 01 - Visual loss | <input type="checkbox"/> 05 - Other medical condition | <input type="checkbox"/> 09 - Profound complex disabilities | <input type="checkbox"/> 97 - Other |
| <input type="checkbox"/> 02 - Hearing loss | <input type="checkbox"/> 06 - Emotional/behavioural difficulties | <input type="checkbox"/> 10 - Asperger's Syndrome | |
| <input type="checkbox"/> 03 - Disability affecting mobility | <input type="checkbox"/> 07 - Mental health difficulties | <input type="checkbox"/> 20 - Autistic Spectrum Disorder | |
| <input type="checkbox"/> 04 - Other physical disability | <input type="checkbox"/> 08 - Temporary disability after illness | <input type="checkbox"/> 90 - Multiple disabilities | |

Learning difficulties

- | | | | |
|--|---|--|-------------------------------------|
| <input type="checkbox"/> 01 - Moderate learning difficulties | <input type="checkbox"/> 10 - Dyslexia | <input type="checkbox"/> 90 - Multiple learning difficulties | <input type="checkbox"/> 97 - Other |
| <input type="checkbox"/> 02 - Severe learning difficulties | <input type="checkbox"/> 11 - Dyscalculia | <input type="checkbox"/> 19 - Other specific learning difficulty | |

Do you require any additional help? Yes No

If you have indicated that assistance may be required, your details will be passed to the College Study Support Team who will contact you in confidence. You can contact the Study Support Team regarding your individual needs on 01753 793207.

12. DECLARATION - Please read all the information on this form **carefully** before signing.

- I **declare** that all the information I **have provided** is accurate and that I **have read** and **understood** the statement relating to Data Protection (shown on the page overleaf) and stated my preference.
- I **authorise** the College to provide appropriate information to my parent(s) or guardian(s) if under 19, or employer or sponsor, on progress and attendance on courses for which I have enrolled, or in the event of any cause for concern or medical emergency.

Privacy Statement

I do not wish to be contacted about (please tick) A Surveys & Research B Courses or Learning Opportunities

Signature - Student Date

You can apply at any time before the start of your course – including during the College's summer holiday – and it's really easy to do:

In Person: Take your completed form together with the fee for your course into any of our main campus buildings in Langley and Windsor. They are open Monday-Friday 9.00am – 4.30pm.

By Post: Complete the application form and send it together with the fee for your course to one of the addresses below.

| | |
|--|--|
| Information Centre Langley Campus Station Road, Langley, Berkshire SL3 8BY | Information Centre Windsor Campus St Leonards Road, Windsor, Berkshire SL4 3AZ |
|--|--|

An administration fee of £30 will be required the first time you enrol this academic year (This does not apply to those under 19 or on an apprenticeship or Train to Gain).

If you are not sure which course to choose please call 0845 373 2500 for free, impartial and confidential information, advice and guidance.

call: 0845 373 2500 text: EBC then your message to 88020 visit: www.eastberks.ac.uk email: info@eastberks.ac.uk

OFFICE USE ONLY

- I confirm that I have given course guidance to this student Signed Date
- I confirm that I have checked this form prior to enrolling Signed Date
- Postal Enrolment

Declaration

IMPORTANT NOTE: Please carefully read all the information below before signing the application form in Section 12.

Learning Programme

- I confirm I have received suitable guidance for my learning programme
- I am satisfied that I fully understand the requirements of the programme and agree to be bound by the conditions of entry.
- I have had the opportunity to receive advice about the learning and financial support available to me.
- I agree to comply with the College's policies and procedures.
- As part of any full-time learning programme I accept that I will be entered and assessed for qualifications in key skills and functional skills.

Fees & Fee Remission

- I accept that fees are not refundable except when the College cancels or relocates a course for any reason.
- I accept responsibility for the payment of any fees resulting from changes to any of my circumstances described above.
- I undertake to notify the College should any of my circumstances relevant to fee remission/reduction change.
- I authorise the College to contact Jobcentre Plus/DWP to confirm my eligibility for relevant fee remission.

College Examinations

All students are themselves wholly responsible for their entry to examinations. Notices giving closing dates for the receipt of all examination entries are displayed throughout the College and students should carefully observe the information thereon. Alternative arrangements cannot be made for students on holiday during examination periods.

Privacy Statement 2010/11

The information you provide on this form will be passed to the Chief Executive of Skills Funding and, where required, the Young People's Learning Agency for England ("the YPLA") to enable those organisations to fulfil their statutory obligations, principally under the Apprenticeships, Skills, Children and Learning Act 2009. Both organisations are registered as data controllers with the UK Information Commissioner's Office.

The Skills Funding Agency funds adult further education and skills training, including apprenticeships, in England. The YPLA is responsible for arranging the provision of funding for the education and training of young people in England. The Skills Funding Agency processes learner data on behalf of the YPLA.

The information you provide may be shared with other organisations for purposes of administration, the provision of career and other guidance and statistical and research purposes, relating to education or training. Other organisations include the Department for Children, Schools and Families, the Department for Business, Innovation and Skills, Local Authorities, Connexions, Higher Education Statistics Agency, Higher Education Funding Council for England, educational institutions and organisations performing research and statistical work on behalf of the Skills Funding Agency, the YPLA, or partners of those organisations.

The Skills Funding Agency also administers the learner registration service (LRS) which uses your learner information to create and maintain a unique learner number (ULN).

Further information about use of and access to your information is available at: Skills Funding Agency:
<http://skillsfundingagency.bis.gov.uk/foi.htm>

YPLA: <http://www.ypla.gov.uk/foi.htm>

At no time will your personal information be passed to organisations for marketing or sales purposes. The YPLA, the Chief Executive of Skills Funding and their partners may wish to contact you from time to time in respect of surveys and research to monitor performance, improve quality and plan future provision and to inform you about courses, or learning opportunities relevant to you.

Please tick **Box A** when you sign the enrolment form if you **do not** wish to be contacted in respect of surveys and research.

Please tick **Box B** when you sign the enrolment form if you **do not** wish to be contacted about courses or learning opportunities by post.

Disclaimer: ** Please be aware the College uses an email and text message service to provide you with information and support.

