



APPLICATION FORM

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European Union
European Social Fund
Erasmus+ 2014-2020



Apprenticeships



APPLICATION FORM

Name: **Gender** **Male** **Female**

Address: **Telephone:**

..... **Mobile:**

..... **Date of birth:**/...../.....

..... **Present age:**

ULN (Unique Learner Number): *(Please read & sign Standard Fair Processing text)*

email address:

Parent or Guardians name:
(If you are under the age of 18)

Parent of Guardians telephone number:

Parent of Guardians mobile number:

Programme Required:
(i.e. Business Administration, Hairdressing, Construction, etc.)

Interview Notes

FOR OFFICE USE ONLY

Check that the form is completed fully, check for spelling etc., & if necessary voice concerns to applicant

Has learner reached compulsory school leaving age (last Friday in June)?

Has learner read & understood text?)

Why does learner wish to do the programme identified?

Education

Schools attended

| School / College attended | Start Date | Leaving Date |
|---------------------------|------------|--------------|
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| | | |
| | | |
| | | |

Qualifications and grades

| Subject | Qualification held | Actual grade or predicted grade | Date achieved | Subject | Qualification held | Actual grade or predicted grade | Date achieved |
|---------|--------------------|---------------------------------|---------------|---------|--------------------|---------------------------------|---------------|
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Record details whether original certificates were sighted / photocopied

Work, Interests and Health

Please complete this section if you are currently employed

Company Name:

Company Address:

.....
 **Postcode**

Position currently held:

Number of hours worked per week: **Telephone:**

Previous work experience

Any other information which may be relevant including past employment and school work experience. Provide a brief outline of the duties / roles carried out.

.....

Hobbies & Interests

.....

Health

Do you suffer from an disabilities or medical conditions, e.g. dyslexia, colour blindness, asthma, eczema. If YES, please provide brief details:

YES NO

.....

Discuss skills & experience gained e.g. keyboard, use of computers, software, customer communication, etc.

Can the hobbies / interests be beneficial to their career prospects?

Will any health issues impact upon work?

Eligibility

Ethnicity (Please circle as applicable)

White

- | | |
|-------------------------------------------------|----------------------------------------------------|
| English / Welsh / Scottish / Northern Irish / | |
| 31 British | 39 Indian |
| 32 Irish | 40 Pakistani |
| 33 Gypsy or Irish Traveller | 41 Bangladeshi |
| 34 Any other White background | 42 Chinese |
| | 43 Any other Asian background |
| Mixed / Multiple ethnic group | |
| 35 White and Black Caribbean | Black / African / Caribbean / Black British |
| 36 White and Black African | 44 African |
| 37 White and Asian | 45 Caribbean |
| 38 Any other Mixed / Multiple ethnic background | 46 Any other Black /African /Caribbean background |
| Other ethnic group | |
| 47 Arab | 98 Any other ethnic group |

Nationality:
(Passports essential for EU Countries)

National Insurance No.:*(Be cautious if prefixed with an S)*

Are you an EU national who has been ordinarily resident in the EU for the last 3 years? **YES** **NO**

Proof of identity – e.g. Passport, Birth Certificate, letter from Home Office.

.....

Card seen? YES NO

Record details of evidence e.g. numbers, issue dates

Information, Advice and Guidance

(For Office use only)

Record below all information, advice and guidance provided to the applicant.

Recommended Action

Standard Fair Processing Text

From 2008/09 it has become necessary to obtain ULN (Unique Learner Number) to enable us to claim the relevant funding for your training course.

To do this the Learner Registration Service (LRS) service was set up by the Data Service for learners aged 14 years and over and learners registered for relevant post-14 qualifications.

LRS allocates a Unique Learner Numbers (ULN) which enables the individual to access their Learner Record on the LRS website. The Learner Registration Service will offer the learner the facility to access their participation and achievement data via a website and to share this with other organisations and individuals where permission is granted.

The learner Registration Service will allow those organisations listed in section 537A of the Education Act to use the Unique Learner Number as a key to sharing participation and achievement data in a consistent and approved manner, promoting good information management practice.

All organisations that will have access to the information you provide are registered under the Data Protection Act 1998. At no time will your personal information be passed to organisations for marketing or sales purpose.

If you wish to opt out of sharing your achievement data with those organisations listed in section 537A of the Education Act, please tick the relevant box at the bottom of this form.

Please read the above and sign to confirm that you understand what the Learner Registration Service does with your information and that you will be issued with a Unique Learner Number

Name: Signed: Date:

I wish to opt out of sharing achievement data with those organisations listed in section of 537A of the Education Act.

Intermediate (ILA) and Advanced (ALA) Level Apprenticeships

(Please write the name of the course you're interested in on the application form.)

Business and Administration:

You can expect to be working in an office, in roles such as junior secretary and administration assistant, working towards becoming a personal assistant, secretary or administration clerk.

Childcare:

In the childcare industry you can work with children up to the age of 16, although most people on the course join to work in nurseries or pre-schools.

Health & Social Care:

You will generally be working in a care home or as a health visitor. Areas of care covered can include elderly, dementia and learning disabilities.

Hairdressing:

You can expect to work in a hair salon as a junior stylist and receptionist, working up to senior stylist. You will generally be working in a lively and sociable environment.

Sport:

You will be concentrating on exercise, health and fitness, providing leadership services in a community setting, such as gymnasium, sports ground, school, etc.