

Apprenticeship Enquiry Form



South Downs College

Please complete all sections in BLOCK CAPITALS, using blue or black ink.

Surname:	<input type="text"/>	Home Address:	<input type="text"/>
First Name(s):	<input type="text"/>	<input type="text"/>	<input type="text"/>
Title: Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>
Gender: Male <input type="checkbox"/>	Female <input type="checkbox"/>	Postcode:	<input type="text"/>
Date of Birth: (day/month/year)	<input type="text"/>	Home Tel:	<input type="text"/>
N.I. Number:	<input type="text"/>	Mobile:	<input type="text"/>
		Email:	<input type="text"/>

Nationality:

Have you ever lived outside the European Union? Yes No

Date of entry into the UK: (if applicable)

Please state if you have a disability you think the College should be aware of:

Are you eligible for an Apprenticeship at South Downs College?

I live full time in the UK I am aged 16-18 19-24 25 or over

I do not have a level 4 or above qualification (HNC, Foundation Degree, Degree)

I am currently employed I am currently seeking employment

If you are employed, please give details of your employer

Company Name:	<input type="text"/>
Address:	
<input type="text"/>	
<input type="text"/>	
<input type="text"/>	
Postcode:	<input type="text"/>
Industry of business (e.g. construction, hairdressing etc.):	<input type="text"/>
Manager's Name:	<input type="text"/>
Email:	<input type="text"/>
Tel: (Inc code)	<input type="text"/>

Please tick occupational area in which you are interested:

Business and Professional	<input type="checkbox"/>	Catering and Hospitality	<input type="checkbox"/>	Engineering/ Motor Vehicle	<input type="checkbox"/>
Health and Care	<input type="checkbox"/>	Sport and Fitness	<input type="checkbox"/>	Unsure – need advice	<input type="checkbox"/>

Please turn over to complete the form.

How did you hear about Apprenticeships at South Downs College?

College	<input type="checkbox"/>	Website	<input type="checkbox"/>	Open Day	<input type="checkbox"/>	Prospectus	<input type="checkbox"/>
School	<input type="checkbox"/>	Connexions	<input type="checkbox"/>	Press Advertising	<input type="checkbox"/>	Radio Advertising	<input type="checkbox"/>
Careers Event	<input type="checkbox"/>	Employer	<input type="checkbox"/>	Other Advertising	<input type="checkbox"/>	Other	<input type="text"/>

Data Protection Act 1998

Information you provide on this form will be passed to the Learning and Skills Council (LSC), which is registered under the Data Protection Act 1998. The information you provide will be shared with other organisations for the purpose of administration, careers and other guidance, and statistical and research purposes. Other organisations with which we will share information include, the Department for Education and Skills, Connexions, Higher Education Statistics Agency, Higher Education Funding Council for England, educational institutions and organisations performing research and statistical work on behalf of the LSC or its partners. The LSC also administers the learner registration service (LRS) which will use your information to create and maintain a unique learner number (ULN).

At no time will your personal information be passed to organisations for marketing or sales purposes.

Further information about data confidentiality is available upon request from the College. To comply with the Data Protection Act 1998 you are asked to sign the consent below before your form can be processed.

I agree to South Downs College processing personal data contained in this form, or other data (including visual images) which South Downs College may obtain from me or other people. I agree to the processing of such data for any purposes connected with my studies or my health and safety whilst on the premises or for any other legitimate reason and in particular to the disclosure of all the data on this form or otherwise collected about me to the Learning and Skills Council for the purposes noted above.

Your enquiry will be acknowledged within five working days.
Please note, application does not guarantee a place on any course at South Downs College.

Please return the completed form to:

Wendy Ford, Marketing Manager – Employers and Adults
South Downs College, College Road, Waterlooville, Hampshire PO7 8AA.

Tel: 023 9279 7963

Please note, although we support learners in their job search, we cannot guarantee employment.

By signing this document, I confirm that all the details are correct to the best of my knowledge.

Signature of parent or guardian (if applicant aged under 18)

Signature of applicant

Date of application



South Downs College

College Road, Waterlooville, Hampshire, PO7 8AA

Telephone: 023 9279 7979 **Minicom:** 023 9278 2214 **Facsimile:** 023 9279 7940

Web: www.southdowns.ac.uk **Email:** college@southdowns.ac.uk



INVESTOR IN PEOPLE

