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**COURSE TITLE (see College Prospectus)**

Course Choice

Location (✓ please tick)

Alloa

☐

Falkirk

☐

Stirling

☐

**FOR OFFICE USE ONLY**

I.D.



2

**PERSONAL DETAILS**

Surname

Forenames

Title (circle one)

 Mr

 Mrs

 Miss

 Ms

 Mx

Other

Date of Birth

Preferred Name

National Insurance No.

1. Present (permanent) Home Address

Date: from

2. Previous Address (within last 3 years)

Date: from

to

  
  
  


Postcode

  
  
  


Postcode

Telephone No.

Mobile No.

Email

Nationality

Country of Birth

Last School Attended

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**SCOTTISH QUALIFICATION AUTHORITY (SQA) NUMBER**

Have you previously studied SQA Qualifications, for example:  
Standard Grades, Higher Grades, National Certificate Modules or  
Higher National Units?

If so, please enter your 9 digit Scottish Qualification  
Authority (SQA) Registration Number

[illegible][illegible]

Name of Referee	Position

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## 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.

☐

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## 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 Administration, in accordance with the Data Protection Act.

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## 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?** If yes, please complete the following

Learning difficulty (for example; dyslexia or ADHD)?

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)?

Yes ☐ No ☐ Prefer not to say ☐

Long-term illness, disease or condition?

Yes ☐ No ☐ Prefer not to say ☐

Mental health condition (for example; depression or anxiety disorder)?

Yes ☐ No ☐ Prefer not to say ☐

Physical impairment or mobility issues?

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 ☐

If Invited to attend an interview do you require any support (eg. signer)

Yes ☐ No ☐ Prefer not to say ☐

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

☐

8B

## ADDITIONAL INFORMATION

Is English your first language? Yes ☐ No ☐

Do you have any other national language, please specify:

Do you have an English/ Communication qualification? Yes ☐ No ☐

If yes, please state name of qualification and level:

**In the event of a medical emergency please provide contact details:**

Contact Name

Contact Telephone No

Are you currently pregnant or have been pregnant in the last year?

Yes ☐ No ☐ Prefer not to say ☐

Have you ever been in Care? Yes ☐ No ☐

What type of Care setting have you most recently lived in?

Residential Care ☐ Foster Care ☐ Secure Care ☐

Kinship Care, either: Formal ☐ or, Informal ☐

Looked-after at home & attending Children's Hearings ☐

Prefer not to say ☐

Do you have caring responsibilities? Yes ☐ No ☐

If yes, who do you care for

Disabled Child/Children Under 18 ☐ Child/Children Under 18 ☐

Adult(s) 18 and over ☐ Prefer not to say ☐

Are you an estranged person? Yes ☐ No ☐

Do you have a parent or carer who served, or is serving, in the regular or reservist British Armed Forces (Royal Navy, Royal Marines, British Army or Royal Airforce) at any point during the first 25 years of your life?

Yes ☐ No ☐

## YOUR RELIGION, RELIGIOUS DENOMINATION OR BODY

Which group do you most identify with?

- |   |  |  |   |                                 |
|---|--|--|---|---------------------------------|
| <input type="checkbox"/> None                     | <input type="checkbox"/> Christian: Protestant | <input type="checkbox"/> Christian: Roman Catholic | <input type="checkbox"/> Christian: Other | <input type="checkbox"/> Muslim |
| <input type="checkbox"/> Buddhist                 | <input type="checkbox"/> Sikh                  | <input type="checkbox"/> Jewish                    | <input type="checkbox"/> Hindu            |                                 |
| <input type="checkbox"/> Another religion or body | <input type="checkbox"/> 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

- |                                  |  |  |   |
|----------------------------------|--|--|---|
| <input type="checkbox"/> British | <input type="checkbox"/> Scottish          | <input type="checkbox"/> English                       | <input type="checkbox"/> Northern Irish |
| <input type="checkbox"/> Welsh   | <input type="checkbox"/> Irish             | <input type="checkbox"/> Gypsy & Traveller Communities | <input type="checkbox"/> Roma           |
| <input type="checkbox"/> Polish  | <input type="checkbox"/> Showman/Showwoman | <input type="checkbox"/> Any other white background    |   |

### B. Mixed or Multiple Ethnic Groups

- ☐ Any mixed or multiple ethnic groups

### C. Asian, Asian Scottish or Asian British

- |   |   |
|---|---|
| <input type="checkbox"/> Pakistani, Pakistani Scottish or Pakistani British       | <input type="checkbox"/> Indian, Indian Scottish or Indian British    |
| <input type="checkbox"/> Bangladeshi, Bangladeshi Scottish or Bangladeshi British | <input type="checkbox"/> Chinese, Chinese Scottish or Chinese British |
| <input type="checkbox"/> Any other Asian background                               |   |

### D. African

- ☐ African, African Scottish or African British
- ☐ Any other African background

### E. Caribbean or Black

- ☐ Caribbean, Caribbean Scottish or Caribbean British
- ☐ Black, Black Scottish or Black British
- ☐ Other Caribbean or Black background

### F. Arab

- ☐ Arab, Arab Scottish or Arab British

### G. All Ethnic Groups

- ☐ Any other background
- ☐ Prefer not to say
- ☐ Information not known

## SEX AND GENDER IDENTITY

Which of the following describes how you think of yourself?

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Male<br>(including trans man) | <input type="checkbox"/> Female<br>(including trans woman) | <input type="checkbox"/> Prefer not to say |
| <input type="checkbox"/> in another way                |  |  |

Is your current gender (or sex) the same as you were born with?

- |                              |                             |  |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Prefer not to say |
|------------------------------|-----------------------------|--|

Do you identify as being trans?

- |                              |                             |  |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Prefer not to say |
|------------------------------|-----------------------------|--|

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

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

☐

Bi/Bisexual

☐

Gay Man

☐

Gay Woman/Lesbian

☐

Heterosexual/Straight

☐

Other

☐

Prefer not to say

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**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

Email: [student.applications@forthvalley.ac.uk](mailto:student.applications@forthvalley.ac.uk)

### 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](http://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 to the email address that you have provided on 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 Administration) 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

### If you choose to apply online:

- It is recommended you apply online via our website: **[www.forthvalley.ac.uk](http://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](mailto: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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