

# Doncaster Business School

## POST-GRADUATE & PROFESSIONAL COURSES APPLICATION FORM

PROGRAMME CHOICE

PLEASE COMPLETE IN BLOCK CAPITALS, IN BLACK INK, OR TYPESCRIPT.

### PERSONAL DETAILS

First Name

Surname

Title

National Insurance Number

Previous Surname (Family Name) if applicable

Home Address

Business Address

Post Code

Post Code

Telephone Number

Telephone Number

Fax Number

Fax Number

E-mail

E-mail

Date of Birth

Gender

Male

Female

Have you studied at Doncaster College before?  Yes  No If yes, which course?

Year of completion

### NATIONALITY AND RESIDENTIAL STATUS

Nationality

Country of Birth

Have you been living in the UK for the last 3 years?  Yes  No If no, what date did you enter the UK?

If 'no' to question above, please list country(ies) lived in

Please indicate your current status in the UK

UK Citizen/EU National

Indefinite leave to enter/remain in the UK or have the right of abode in the UK

Asylum seeker/refugee

EEA or Swiss national living in the UK

UK/EU National living outside EEA

Other (please specify)

Don't forget to photocopy your completed application form before sending it to:

Higher Education Admissions, Doncaster College, Learner Services, The Hub, Doncaster, DN1 2RF

Tel: 01302 553610 Email: [he@don.ac.uk](mailto:he@don.ac.uk)



## EMPLOYMENT DETAILS

Please give details of any employment, with dates, starting with your current or most recent position. You may attach a CV if you think this would be helpful.

Date Start	Date Finish	Employer	Position held and responsibilities

## DISABILITIES

In order that we may provide appropriate assistance and support please declare here the nature of any disabilities/learning difficulties you may have

Please state the nature of your disability by ticking the relevant section

- 1 Specific learning difficulty (eg dyslexia)
- 2 Blind/partially blind
- 3 Deaf/hearing impairment
- 4 Wheelchair user/mobility difficulties
- 5 Personal care support
- 6 Mental Health difficulties
- 7 An unseen disability eg asthma, diabetes, epilepsy
- 8 Multiple disabilities
- 9 A disability not listed

Are you registered disabled? Yes  No

## ETHNIC ORIGIN

The information is required for statistical purposes and will not be used when making a decision about your application. This section is optional; you do not need to complete it if you would prefer not to.

The categories specified below are those used in the national census of population and in which Doncaster Business School has to provide statistical information to the Higher Education Statistics Agency.

Please tick where appropriate

- 1 White
- 2 Black Caribbean
- 3 Black African
- 4 Black Other
- 5 Indian
- 6 Pakistani
- 7 Bangladeshi
- 8 Chinese
- 9 Asian
- 10 Other
- 11 Declined to answer

## OTHER INFORMATION

Do you have any unspent criminal convictions? (as defined by the Rehabilitation of Offenders Act 1972)  Yes  No

Applicants who declare a criminal conviction will not automatically be excluded from the application process but it will not be necessary to conduct a risk assessment. We will contact you for more information. Spent convictions are not considered to be relevant and you should not reveal them at this point. If however you are applying for a course that involves work with children and/or vulnerable adults you may be required to have an advanced Criminal Records Bureau disclosure.

## ADDITIONAL INFORMATION

Please use the space below to provide any information you feel is relevant to your application

## REFEREES

(Please see the Guidance Note about references for further information). You should usually provide one academic and one professional reference from your present or most recent employer, where possible. References should be submitted with this application form. Please give the name and address of two referees from whom you have requested references.

Name and Address

Name and Address

Telephone Number

Telephone Number

Fax Number/E-mail

Fax Number/E-mail

## HOW DID YOU FIND OUT ABOUT THIS PROGRAMME?

at an education exhibition or fair

Open Day

from a friend or colleague

Poster or Handout

internet

Advertisement

other - please describe

if, so please give the name of the publication you saw the advertisement in.

## DECLARATION

Doncaster College collects information about all our staff and students for various administrative, academic and health and safety reasons. This information will also be held by the qualification awarding body. To comply with the Data Protection Act 1998, we need your consent before we can do this. Since we cannot operate the College effectively without processing information about you, we need you to sign the following consent to process clause. If you require any further information about this, please contact the Admissions Office at the address below. 'I agree to Doncaster College processing personal data contained in this form, or other data which the College may obtain from me or other people, whilst I am a student. 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'.

Signature \_\_\_\_\_

Date \_\_\_\_\_