# CIRENCESTER COLLEGE HIGHER EDUCATION How to complete your application form



### General

Please read these notes carefully before completing the application form. Please complete in **BLOCK CAPITALS**. Please ensure you are familiar with the course entry requirements and delivery model.

Please include photocopies of the certificates of your main academic and professional qualifications with your application form.

#### Section 2 Ethnic Origin Code

White		Mixed/Multiple Ethnic Group		Asian/Asian British	
English/Welsh/Scottish/ Northern Irish/British	31	White & Black Caribbean	35	Indian	39
Irish	32	White & Black African	36	Pakistani	40
Gypsy or Irish Traveller	33	White & Asian	37	Bangladeshi	41
Any other White background	34	Any other mixed/multiple ethnic background	38	Chinese	42
				Any other Asian background	43
Black/African/Caribbean/ Black British		Other Ethnic Group			
African	44	Arab	47		
Caribbean	45	Any other ethnic group	98		
Any other Black/African/ Caribbean background	46	Not provided	99		

# **Residential Category**

The level of tuition fees you pay (home or overseas) depends on your residential category. The codes are listed below:

- **Code 1** You are a UK or EU national, or are the child of a UK or EU national, and have lived in the European Economic Area (EEA) or Switzerland (or both) for three years, but not just for fulltime education. If you are a UK national, you may also have lived in the Channel Islands or the Isle of Man (or both) during these three years.
- **Code 6** You have Indefinite Leave to Enter or Remain in the UK or have the Right of Abode in the UK and have lived in the UK, the Channel Islands or the Isle of Man (or more than one of these) for three years, but not just for full-time education. However, this does not apply if you are exempt from immigration control, for example as a diplomat or a member of visiting armed forces or an employee of an international organisation or the family of such a person. In this case your residential category is O.
- **Code 4** You are a refugee, or have been granted Exceptional Leave to Enter or Remain, Humanitarian Protection or Discretionary Leave in the UK following an application for asylum, and you have lived in the UK, the Channel Islands or the Isle of Man since that status was recognised or granted, or you are such a person's husband, wife or child.
- **Code 2** You are an EEA or Swiss national, you live in the UK and you are a migrant worker (or you are such a person's husband, wife or child), and you have lived in the EEA or Switzerland (or both) for three years, but not just for full-time education.

# Section 6

### Work Experience

Please include all your work experience, paid or unpaid, full or part time, in your home or outside.

# Section 9

# **Criminal Convictions**

You are required to state whether or not you have any criminal convictions, excluding motoring offences for which a fine and/or penalty points were imposed. If the answer is yes, you may be required to provide details of any convictions to Cirencester College. Any applicant for a DET course, or any course which may bring them into contact with young, or vulnerable persons, will be required to undergo a DBS Enhanced Disclosure.

# Section 10

Please supply details of referees.

#### Section 11 Declaration

This confirms that the information you have given is true and complete. Any offer of a place you receive is made on the understanding that in accepting it you agree to abide by the rules and regulations of Cirencester College, and by signing this form you are confirming your agreement to this.