SPARSHE 2023/24 Apprenticeship Training

Application and Learning Agreement

ANDER Application and Leanning Application Applicants should supply relevant information on ALL sides of this form. (Please complete in BLOCK CAPITALS)

SURNAME	TITLE (Mr/Mrs/Miss/Ms)
FORENAMES	DATE OF BIRTH
Postcode	
	r course enter the postcode here: Postcode
	Country of Residence (for last 3 years)
	Settled status D Pre-settled statu
National Insurance Number	
	Work No Mob No
Email Address	
	Tel. No Email Tel. No Email
	no have agreed to you giving us their details and who understand we will hold and only use that information in the event of
an emergency during your time on the course)	io nave agreed to you giving as their details and who understand we will hold and only use that information in the event of
Ethnic Origins	
White	Asian / Asian British Other ethnic group
□ English/Welsh/Scottish/Northern Irish/British	□ Indian □ Arab □ Pakistani □ Any other ethnic group
 Irish Gypsy or Irish Traveller 	Bangladeshi
Any Other White Background	
Mixed / Multiple ethnic groups	Any other Asian background
White and Black Caribbean	Black / African / Caribbean / Black British
 White and Black African White and Asian 	 African Caribbean
 Any other Mixed/multiple ethnic background 	 Any other Black / African / Caribbean background
 Visual impairment Hearing impairment Disability affecting mobility Profound/complex disabilities* Temporary disability after illness or Accident Other physical disability* Other disability 	 Mental health difficulty Autism spectrum disorder Asperger's Syndrome Social and emotional difficulties Dyslexia Dyscalculia Speech, language and communication needs
If you ticked above indicating some form of me please provide further details:	edical, physical and/or mental health condition and there is anything staff need to be aware of
Medical Condition	Medication
If you have an EHCP (Education Health Care Pla	an) please tick the box \Box
* Please list any support needs that you have in	n order to be able to attend an interview if applicable (e.g. wheelchair user):
Please tick the box if any of these apply to you:	In Care Care Leaver I Young Parent I Young Carer
Please indicate the HIGHEST level of qua Examples of FULL level qualifications are indicated be sparsholt.ac.uk	lification you hold to date. elow – for further information/detailed list go to the Contact Us page on andover.ac.uk or Apply Now page on
□ NVQ Level 1 □ NVQ Level 2	NVQ Level 3 NVQ Level 4 NVQ Level 5
GCSE/O Level 5+ GCSEs/O Levels	A Levels/AS Levels BTEC HNC BTEC HND
(grades D-G) (grades A*-C)	BTEC Nationals Foundation Degree
First Diploma	C&G Advanced National
C&G National Certificate	Certificate D Other (please include any other qualifications that are not Full L2 or L3
Level 6 Level 7 First Degree PGCE, MA, PhD	No qualifications
Other postgraduate quali	fication

Employment status prior to starting the course:

Please tick the employment status that applies to you and then tick number of hours worked and number of months employed for.			
Paid Employm	ient		
Self Employed	1		
Hours	0-10 hours per week		
	11-20 hours per week		
	21-30 hours per week		
	31+ hours per week		
Employed for	Less than 3 months		
	4-6 months		
	7-12 months		
	More than 12 months		

Not in Paid Employment (please tick looking or not looking for work and how long you have been unemployed)					
Looking for w	Iooking for work and how long you have been unemployed)(tick)Looking for work and available to start work				
Not looking for	or work and/or not available to start work				
How long?	Less than 6 months				
	6-11 months				
	12-23 months				
	24-35 months				
36 months or more					
Unemployed because of redundancy					

Just before you start your apprenticeship, will you have been in fulltime education or training?

Postcode: ____

Careers Adviser

Address:

Are you studying any other courses at another College/Educational establishment at the same time as this course?

🗆 Yes 🗆 No

Employer Name: ____

If YES, please give details of the course and College:

Do you have any unspent criminal convictions?	🗆 Yes 🗆 No

If 'yes' please give more details:

The College is keen to support students to help them succeed and having a criminal conviction will not necessarily prevent you from enrolling on one of our courses. However failure to disclose a criminal conviction may jeopardise your place.

Beliefs: What is your religion? (This question is voluntary and by ticking one of the boxes below you are agreeing to us holding and processing this information internally for statistical and data analysis purposes.)

ш	Noreligion	ш	Atheist	ш	Budanist	Christian (all denominations)	ппаа
	Jewish		Muslim		Sikh	Any other religion:	Prefer not to say

Sexual Orientation (This question is voluntary and by ticking one of the boxes below you are agreeing to us holding and processing this information internally for statistical and data analysis purposes.)

	Heterosexual	□ Lesbian/Gay	Bisexual	Other	Prefer not to say
Ple	ase indicate where you	u first heard of the Co	llege:		
	Taster Day		Word of Mouth	Outdoor Banner	
	School Event		Twitter / Facebook	🛛 Radio	
	Careers Fair		Google Advert	Newspaper	
	Teacher / School		Bus Advert	Train Station	

□ Other - please specify: ____

COURSE DETAILS:				
Course Title	Course Code	Start Date	End Date	Fee
			Total Paid	

Data Privacy Notice

To find out how your personal information is used, please refer to the FULL version of the Privacy Notice available on our website **sparsholt.ac.uk** Your personal information is used by the DfE to exercise its functions under article 6(1)(e) of the UK GDPR and to meet its statutory responsibilities, including under the Apprenticeships, Skills, Children and Learning Act 2009. Their lawful basis for using your special category personal data is covered under Substantial Public Interest based in law (Article 9(2)(g)) of GDPR legislation. This processing is under Section 54 of the Further and Higher Education Act (1992). It helps ensure that public money distributed through the ESFA is being spent in line with government targets. It is also used for education, training, employment, and well-being purposes, including research. They will retain ILR (Individualised Learner Record) learner data for 20 years for operational purposes (e.g. to fund your learning and to publish official statistics). Your personal data is shared with third parties where it complies with DfE data sharing procedures and where the law allows it. The DfE and the English European Social Fund (ESF) Managing Authority (or agents acting on their behalf) may contact learners to carry out research and evaluation to inform the effectiveness of training. For more information about the ILR and the data collected, information on how your personal data is used, your individual rights and how to contact the DfE, please refer to the FULL version of the Privacy Notice available on our website **sparsholt.ac.uk**

We (the College) may wish to communicate with you directly once you have completed your programme of learning if we have opportunities that we think may interest you, if you'd like to be contacted please tick any of the boxes below.

I wish to be contacted by the College:

		about courses or learning opportunities		for surveys and research
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Learning Agreement information and advice:

Information and advice should satisfy you in the following key areas:

- The implications of doing your course
- The entry requirements for doing your course
- A check to see if you had any previous experience or qualifications that could be counted towards your course
- A check to see whether you require any additional support (practical, tutor or financial)
- A check to see that the course is suitable for your requirements

Please sign declaration below

Declaration

I confirm that all the information on this form is correct and I understand that if I have declared false information, the provider may take action against me to reclaim any costs incurred.

Signed (Student)
Date:

Signed (College)
Date:

Sparsholt Apprenticeships:
Andover Apprenticeships:

Apprenticeships
Apprenticeships

Sparsholt College, Westley Ln Sparsholt, Winchester, Hants SO21 2NF Tel: 01962 797437 Email: apprenticeships@sparsholt.ac.uk

I certify that the information provided on this form is correct

By signing this form you agree to the following:

- I have read and fully understand the booking conditions
- The recording and processing of personal data as outlined in the College's Data Protection policy and Privacy Notice both available on our website at sparsholt.ac.uk
- I agree to abide by the College rules and regulations and pay all fees due
- The information and advice I received adequately covered the broad areas set out under Learning Agreement information and advice

Apprenticeships Andover College, Charlton Road Andover, Hants SP10 1EJ Tel: 01264 360048 Email: apprenticeships@andover.ac.uk