



Auchtertyre – Portree – Sleat
 For information on all courses at all centres contact
Admissions, Skye & Wester Ross College
 T: 01599 566770 E: admissions@learningcentres.org
 www.learningcentres.org



FOR OFFICE USE:

Received:

Passed to:

APPLICATION FORM
 2010/11

Section A – Course Details

Courses will run subject to viable numbers

Title of Course:

Section B – Applicant Details

Title (circle appropriate):	Mr	Mrs	Miss	Ms	Date of Birth:
Surname					
Forename(s)					
Address					
Post Code					
Telephone Numbers	Home		Work		
Mobile					
Email Address					

Ethnic Origin (tick appropriate)

This information is required to compliment our equal opportunities policy and to ensure that discrimination is not taking place.

Scottish 10/13 English 11/17 Welsh 12/18 Irish 13/12
 Other White Background 14/19 Any Mixed Background 15/49 Indian 16/31
 Pakistani 17/32 Bangladeshi 18/33 Chinese 19/34 Any Other Asian Background 20/39
 Caribbean 21/21 Africa 22/22 Any Other Black Background 23/29
 Any Other Background 24/80 Information refused 98 Information unknown 99

Nationality:

Country of Residence:

Section C – Additional Service Requirements

EQUAL OPPORTUNITIES STATEMENT

Skye & Wester Ross College has a commitment to a policy of equality in education irrespective of gender, age, marital status, religion, disability, colour or sexual orientation.

SUPPORT

Skye & Wester Ross College positively welcomes people with disabilities into its learning environments. We would encourage you to disclose any disability, health or medical condition and we will try to meet your needs where we reasonably can. Please tick the relevant boxes below.

Do you need help with spelling? Do you need help with numeracy?

02 Dyslexia	03 Blind/partially sighted	04 Deaf/Hearing Impaired
05 Wheelchair user/mobility difficulties	06 Personal care support	07 Mental health difficulties
08 An unseen disability, e.g. diabetes epilepsy asthma	09 Multiple disabilities	10 A disability not listed above
01 No Disability	97 Information refused	98 Information unknown

A number of different factors may affect your decision to attend, or may affect you while you attend college, for instance you may find you need help with childcare costs, finding accommodation or with funding your study. We have trained personnel who can help with these and with things such as specialised learning equipment and curriculum learning support.

If you think you may need additional services we will be pleased to discuss this with you, even if you think these services may be required only for a temporary period. This could cover help with number work or spelling, accessing the building, or if you have a visual or hearing impairment.

Do you wish to discuss this with an appropriate person when you come for your interview? Yes / No
Please circle as appropriate

Section D – Referees

Please supply the names of two people whom we can contact to provide references for you, this could be the Head Teacher of your last school or college, your last employer, or someone who knows you well but is not a family member. *School leavers should give the name of their guidance teacher as their first referee.*

REFEREE 1	REFEREE 2
Name:	Name:
Address:	Address:
Telephone:	Telephone:

Section E – Qualifications

SQA Candidate Number (if known/applicable)

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Qualifications achieved

Awarding Body	Subject	Level/Grade	Year

Qualifications still to be completed, or awaiting results

Awarding Body	Subject	Level/Grade	Year

Continue Qualifications on a separate sheet if necessary, ensuring it is attached securely.

Section F – Choice of Course

Please tell us a little bit about yourself and why you decided to choose this course. You can include any jobs you have had and also any work experience, other courses you have completed at college or school. Hobbies and leisure activities are also relevant. This will help your application.

IT Skills: Please indicate your level of skill for each type of software listed below.
Enter a number between 0 - 5 in each box. 0 = 'No prior experience' and 5 = 'Expert'

Word Processing Spreadsheets Presentations

Database Internet & Email Desktop Publishing

Others (please state)

Please tell us how you found out about us:
Circle the appropriate code in the following list.

PS	Prospectus/leaflet	AA	Advert/article	OD	Visit to college/open day
ES	Event stand	EM	Employer	CA	Careers office
LIB	Library	SL	School/parent's evening	FF	Friend/family
CS	College staff	JC	Job centre	CC	Careers convention
WEB	Our website	INT	Other website	LF	Leaflet through door

Please tick this box if you do not wish to receive information about the College in the future.

Data Protection Statement
For the purposes of the Data Protection Act 1998, SWRC is the registered Data Controller in relation to personal data supplied by you. The SWRC will use the information that you provide on this form to assess your application with us. We will maintain the information for administration purposes only, but at times it will be necessary to transmit relevant details to external agencies such as SFEFC, SQA and other similar bodies. By completing this application form you consent to our processing sensitive personal information regarding:

- your racial/ethnic origin for the purpose of monitoring our Equal Opportunities Policy
- disability/special needs for the purpose of identifying special arrangements or facilities where necessary.

You have the right to ask for a copy of the information that we hold on you and which is subject to the Data Protection Act 1998 (for which we may make a small charge) and to correct any inaccuracies in your information.
The full Data Protection Policy is available from the College on request.

Section G – Student Declaration

I confirm that to the best of my knowledge the information given on this form is correct and complete. Should I be awarded a place on the course I agree to conform to all SWRC regulations.

Signed: _____ Date: _____

**Please return this form to:
Admissions, Skye & Wester Ross College,
The Old School, Auchtertyre, By Kyle, IV40 8EG**

Thank you for your application. You will receive a reply within 14 days.

<p>SWRC - Auchtertyre The Old School Auchtertyre, By Kyle, IV40 8EG T: 01599 566770/775 F: 01599 566775 E:admissions@learningcentres.org</p>	<p>SWRC - Portree Portree Learning Centre, Arainn Fhinn, Viewfield Road, Portree, Isle of Skye IV51 9ET T: 01478 614833 / 614834 E:admissions@learningcentres.org</p>	<p>SWRC - Sleat Fas, Sabhal Mor Ostaig Sleat, Isle of Skye, IV44 8RQ T: 01471 888430 E:admissions@learningcentres.org</p>	<p>SWRC – Staffin Columba 1400 Staffin, Isle of Skye, IV51 9JY T: 01478 611400 E:admissions@learningcentres.org</p>
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Visit the website: www.learningcentres.org