

SECTION B: Programme of study and qualification achieved

I would like to study the following course (please tick box):

1 year A/S level course

2 year advanced A level course

Please enter the subjects you wish to study:

1. _____ 2. _____ 3. _____

4. _____ 5. _____ 6. _____

Other: AAT _____

ACCA _____

CIMA _____

Qualifications achieved:

Please list the subjects and results. You should include all academic and non-academic achievements.

Subject taken	Qualification achieved and level	Date	Length of course	Examination board
Any predicted results				

Is your written level of English: Poor Fair Good Fluent

Is your spoken level of English: Poor Far Good Fluent

English Language test taken (e.g. IELTS, PTE): _____ Score: _____

Additional support

We would like an honest response to enable us to plan your programme and appropriate support. If you have a disability or additional need we would like you to tell us about it so that we can make reasonable adjustments to support you on your programme. The college will treat such information with respect and ensure confidentiality is preserved. Telling us about a disability will not result in unfair treatment or discrimination, nor jeopardise your place at the college.

Do you have any additional support at school? Yes No

If yes, we want to help you get the best from your course. How would you like to let us know what you are likely to need?

- by talking confidentially to a member of staff at interview
- by telephone
- In writing (please attach) by email email address: _____

Previous schools/institution attended and dates:

Name:	Name:
Start date:	Start date:

SECTION C: General information

Interests:

What other enrichment subjects and activities might you be interested in?
(e.g. computer applications, music, drama, sport etc)

Please state any career plans or career fields that you are interested in:

Please tell us something about yourself and your interests:

(Alternatively you may wish to attach a personal statement)

SECTION D: Payment declaration

How will your application be funded?

(Please note: this section must be completed in full by all applicants. If your application is being funded by a sponsor / guardian, a letter of confirmation will be required).

Fees are payable in advance for the duration of your course. If applicants have significant additional learning needs, additional charges will be made. Dates for payment will be provided on your offer letter. Failure to meet deadlines will incur a late-payment fee of £50 per overdue payment.

Failure to meet this requirement may terminate your tuition rights. The college is legally required to inform the UK Border Agency of this and it may affect your visa status.

Signature: _____ Date: _____

SECTION E: Accommodation and references

Homestay accommodation - do you require? Yes (If yes, an additional form will be sent to you) No

References - please list the names and contact details of two people we can contact for a reference and testimonial in respect of your application (at least one referee should be a principal or teacher at your most recent school):

Contact name 1: _____

Contact name 2: _____

Relationship: _____

Relationship: _____

Address: _____

Address: _____

Telephone No: _____

Telephone No: _____

Email address: _____

Email address: _____

Please note a non-refundable deposit is required to secure your place and tuition fees are payable in advance. Please refer to our 'Conditions and fees' leaflets for further information.

Please tick: Deposit enclosed

Deposit sent

Deposit to follow

Privacy Statement

The personal information you provide is passed to the Chief Executive of Skills Funding and, where required, the Young People's Learning Agency for England ("the YPLA") to enable those organisations to fulfil their statutory obligations, principally under the Apprenticeships, Skills, Children and Learning Act 2009. Both organisations are registered as data controllers with the UK Information Commissioner's Office. The Skills Funding Agency funds adult further education and skills training, including apprenticeships, in England. The YPLA is responsible for arranging the provision of funding for the education and training of young people in England. The Skills Funding Agency processes learner data on behalf of the YPLA. The information you provide may be shared with other organisations for purposes of administration, the provision of career and other guidance and statistical and research purposes, relating to education or training. Other organisations include the Department for Children, Schools and Families, the Department for Business, Innovation and Skills, Local Authorities, Connexions, Higher Education Statistics Agency, Higher Education Funding Council for England, educational institutions and organisations performing research and statistical work on behalf of the Skills Funding Agency, the YPLA, or partners of those organisations. The Skills Funding Agency also administers the learner registration service (LRS) which uses your learner information to create and maintain a unique learner number (ULN). Further information about use of and access to your information is available at: Skills Funding Agency:

<http://skillsfundingagency.bis.gov.uk/foi.htm>

YPLA: <http://www.ypla.gov.uk/foi.htm>

At no time will your personal information be passed to organisations for marketing or sales purposes. The YPLA, the Chief Executive of Skills Funding and their partners may wish to contact you from time to time in respect of surveys and research to monitor performance, improve quality and plan future provision and to inform you about courses, or learning opportunities relevant to you.

Tick this box if you do not wish to be contacted in respect of surveys and research by mail or phone

Tick this box if you do not wish to be contacted about courses or learning opportunities by post

Data Protection: The information you have provided in this document will be treated as confidential and any personal information you have supplied will not be passed on to a third party without your consent. Statistical information may be collected and analysed in accordance with the Young People's Learning Agency and the Skills Funding Agency requirements as well as examination boards. I have read the above statement on the College/YPLA/SFA's use of data personal to me and I agree to such data about me being used as described.

The information you have provided on this form will be used by the College for the support, guidance and other services outlined in the College Charter, and for the collection and analysis of statistical data. If you enrol at the College, the information will also be passed to the Young People's Learning Agency [YPLA], primarily for the collection and analysis of statistical data and for the management of the Learner Registration Service. The YPLA will also share this information with other organisations for the purpose of administration, careers and other guidance, and for statistical and research purposes. At no time will your personal information be passed to organisations for marketing or sales purposes. Both the College and the YPLA are registered under the Data Protection Act 1998.

I have read and agree to comply with the terms and conditions stated in the College Charter found at www.huish.ac.uk and I confirm all information provided is true, complete and accurate.

Student signature: _____ **Date:** _____

Parent/Guardian Signature (if under 18 years old): _____ **Date:** _____

CHECK LIST

- Have you completed this application form in full, signed and dated section D and above?
- Have you enclosed your recent school reports for the past 2 years, IELTS, and any certificates to support your application?
- Please enclose a copy of your passport
- Completed Medical Form



Shaping your future

Please return your completed application form and supporting documents to:

Maria Smith - International Student Coordinator

Richard Huish College South Road Taunton Somerset TA1 3DZ ENGLAND

Tel 00 44 (0)1823 320802 Fax: 00 44 (0)1823 320888 Email: international@richuish.ac.uk

