

# ADULT LEARNING AT BURNLEY COLLEGE

## Application Form

Please complete all sections using blue or black ink

Reference No:

ALS:

### 1. Personal Details

Surname

Other Name/  
Names

Title Mr/Mrs/Ms/Miss

Date of Birth

Nationality

Male                      Female

Address

Postcode

Telephone Number

Email

Were you born in the UK?    No                      Yes

If no, which country were you born?

Do you have any additional learning needs and/or disabilities?    No                      Yes

Next of Kin Name

Mobile

Email

Ethnic Origin

White-English/Welsh/Scottish/Northern Irish/British (31)	Mixed-White and Asian (37)	Asian or Asian British-Other (43)
White-Irish (32)	Mixed-Other Multiple Ethnic Background (38)	Black or Black British-African (44)
White-Gypsy/Irish Traveller (33)	Asian or Asian British-Indian (39)	Black or Black British-Caribbean (45)
White-Other (34)	Asian or Asian British-Pakistani (40)	Black or Black British-Other (46)
Mixed-White and Black Caribbean (35)	Asian or Asian British-Bangladeshi (41)	Other-Arab (47)
Mixed-White and Black African (36)	Asian or Asian British-Chinese (42)	Other (98)

If you have relevant criminal convictions, enter a tick in the box.

Relevant criminal convictions are only those convictions for offences against the person, whether of a violent or sexual nature, and convictions for offences involving unlawfully supplying controlled drugs or substances where the conviction concerns commercial drug dealing or trafficking. Convictions that are spent (as defined by the Rehabilitation of Offenders Act 1974) are not considered to be relevant and you should not reveal them.

If you are applying for a course in health, social work or a course involving work with children or vulnerable adults, you must enter tick in the box if you have any criminal convictions, including spent sentences and cautions (including verbal cautions) and bindover orders.

### 2. Course Choice

For which course do you wish to apply?

What year are you applying for?

For Office Use Only:  
Code:

### 3. Qualifications (please list any qualifications you have already obtained)

Subject - including level	Awarding body	Grade	Date achieved

### 4. Employment History (If applicable)

Employer's Name & Address

Postcode

Present Post

Date Appointed

Current Responsibilities

How did you hear about us?

Newspaper

National Careers Service

Social media

Other

Radio

Supermarket

Event

Leaflet

Community centre

Family/Friend Referral

Adult Learning Directory

Website

External Screen/Banner

Please give any relevant information about your current or previous experience to support your application.

### 5. Signatures

Data Protection

The information you provide on this application form will be stored electronically and used by the College, which is registered under the Data Protection Act 1998, for the primary reason of monitoring the progress of your application. The privacy notice has been simplified, shortened and now incorporates details of the Learning Records Service (LRS). Providers using the notice will not need to ask a learner to sign a separate LRS privacy notice before applying for the learners' ULN. The privacy notice should be incorporated within a providers own privacy statement on enrolment/data capture documentation. A learner signature must be present to prove the learner has seen and understood how their data will be used.

Student's Signature

Date

**Completed application forms should be returned to:**

Central Admissions: Burnley College, Princess Way, Burnley, BB12 0AN

#### Guidance Notes For Completion

- If you are uncertain about your choice of course or have any queries regarding this form, please contact Admissions on **01282 733373**
- Please only submit one form. If you want to change your application please contact the Admissions team or email [adult.learning@burnley.ac.uk](mailto:adult.learning@burnley.ac.uk)

**For Office Use Only: Notes**