

# APPLICATION FORM

## 2012/2013

Student Number:

Unique Learner Number:



Westminster Kingsway  
central London's College

Please complete only the **BORDERED WHITE BOXES** of the form in **BLOCK CAPITALS** and in **ink**

Please return completed application and reference form to:

**Registry, Westminster Kingsway College, St James's Park Centre, Castle Lane, London SW1E 6DR**

### Section 1: Your personal details.

Please enter your name as it appears on official documents:

Title: Mr / Mrs / Miss / Ms / Other  Male  Female

Family name / Surname

First name(s)

Date of birth           Age on 31st August 2012

Please enter your address including postcode (please remember to let us know if you move house after applying):

Parental home  Own home  Other: Please state



Postcode

Home contact no                 Mobile no

Email address

### Section 2: The course(s) you are applying for.

Course/Subject and Level - if AS/A2 please list up to 4 subjects/levels chosen	College Centre
First choice:	
Second choice:	

**Students aged 16-19: The reference form on page 4 must be completed by your school or college before your application can be considered.**

### Section 3: Additional support.

The college provides a wide range of additional support. Please let us know if you have a disability such as a hearing or visual impairment, a mental health difficulty or a mobility difficulty. Please also let us know if you have dyslexia or a learning difficulty. This will not affect your application but is to enable us to consider your additional support needs.

I have a disability and may need support at interview or on course. Yes  No

I have dyslexia or a learning difficulty and may need support on course. Yes  No

### Section 4: Equal opportunities.

**We are committed to equal opportunities. Please tick the box which best describes your ethnicity:**

Information will not be used in selecting students for courses.

- |   |  |  |  |
|---|--|--|--|
| <b>White</b><br><input type="checkbox"/> English/Welsh/Scottish/<br>Northern Irish/British (31)<br><input type="checkbox"/> Irish (32)<br><input type="checkbox"/> Gypsy or Irish Traveller (33)<br><input type="checkbox"/> Any other White background<br>(34) | <b>Mixed/multi ethnic group</b><br><input type="checkbox"/> White and Black Caribbean<br>(35)<br><input type="checkbox"/> White and Black African (36)<br><input type="checkbox"/> White and Asian (37)<br><input type="checkbox"/> Any other mixed/multiple<br>ethnic background (38) | <b>Asian/Asian British</b><br><input type="checkbox"/> Indian (39)<br><input type="checkbox"/> Pakistani (40)<br><input type="checkbox"/> Bangladeshi (41)<br><input type="checkbox"/> Chinese (42)<br><input type="checkbox"/> Any other Asian background<br>(43) | <b>Black/African/Caribbean/Black<br/>British</b><br><input type="checkbox"/> African (44)<br><input type="checkbox"/> Caribbean (45)<br><input type="checkbox"/> Any other Black/African/<br>Caribbean background (46) |
|---|--|--|--|

#### Other ethnic group

- Arab (47)  Any other ethnic group (98)

What is your nationality?

What language(s) do you speak at home? What is your country of birth?



Office  
use  
only

AG

Surname/Family name

First name(s)

SUP

Student Number

## Section 5: Residency.

List the countries in which you have lived during the last 3 years.

RES

Country	From	To

Is there any limit to how long you can stay in the UK? No  Yes  If **YES**, give details below of your immigration status/visa:

Type of visa  Expiry date

Have you lived in the UK all of your life? Yes  No  If **NO**, when did you come into the UK? 

D	D	M	M	Y	Y
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What is your reason for living in the UK?

## Section 6: How you heard about Westminster Kingsway College (Westking).

In order that we might target our publicity more effectively, we would be grateful if you would tell us how you heard about Westminster Kingsway College - please tick all that apply.

Source type	Sources				
<b>Internet/ Websites</b>	<input type="checkbox"/> Westking	<input type="checkbox"/> HotCourses	<input type="checkbox"/> Floodlight	<input type="checkbox"/> LearnDirect	<input type="checkbox"/> LondonColleges
	<input type="checkbox"/> MyChoiceLondon	<input type="checkbox"/> nextstep Directory	<input type="checkbox"/> Facebook	<input type="checkbox"/> Twitter	<input type="checkbox"/> MSN Messenger
	<input type="checkbox"/> Choice FM	<input type="checkbox"/> YouTube	<input type="checkbox"/> Other website - please state:		
<b>Emails</b>	<input type="checkbox"/> Westking	<input type="checkbox"/> Other email - please state:			
<b>Text messages</b>	<input type="checkbox"/> Westking	<input type="checkbox"/> Other email - please state:			
<b>Newsletters</b>	<input type="checkbox"/> Westking	<input type="checkbox"/> Choice FM	<input type="checkbox"/> Other newsletter - please state:		
<b>Radio, TV</b>	<input type="checkbox"/> Choice FM	<input type="checkbox"/> LBC	<input type="checkbox"/> Heart FM	<input type="checkbox"/> Kiss FM	<input type="checkbox"/> Magic FM
	<input type="checkbox"/> Other radio or TV - please state:				
<b>Prospectuses, Printed media</b>	<input type="checkbox"/> Westking Prospectus	<input type="checkbox"/> HotCourses	<input type="checkbox"/> Floodlight	<input type="checkbox"/> Parent Guide	
	<input type="checkbox"/> Newspaper/magazine ad - please name:				
<b>Advice providers</b>	<input type="checkbox"/> Your school	<input type="checkbox"/> Your college	<input type="checkbox"/> Connexions	<input type="checkbox"/> Westking Advisors	<input type="checkbox"/> Careers fair
	<input type="checkbox"/> School Open Day	<input type="checkbox"/> Jobcentre Plus	<input type="checkbox"/> Employer	<input type="checkbox"/> Library	<input type="checkbox"/> LearnDirect
	<input type="checkbox"/> SkillsLondon	<input type="checkbox"/> SkillsLondon	<input type="checkbox"/> Other advice provider - please state:		
<b>Word of mouth</b>	<input type="checkbox"/> Family member	<input type="checkbox"/> Friend	<input type="checkbox"/> Neighbour	<input type="checkbox"/> Current student	<input type="checkbox"/> Past student
	<input type="checkbox"/> Other - please state:				
<b>Other</b>					

## Section 7: Declaration and signature.

### Data Protection Act 1998

DEC

The information you provide on this form will be passed to the Learning and Skills Council (LSC). The LSC is registered under the Data Protection Act 1998. The registration is primarily for the collection and analysis of statistical data. The LSC will collect and share this information with other organisations for the purpose of administration, careers and other guidance, statistical and research purposes. This will enable the Council and its partners to monitor performance, improve quality and plan future provision. If you are under 19 years some information may be passed to Connexions.

All data is stored and processed in accordance with the Data Protection Act.

I do not wish the LSC or its partners to contact me about my learning experience.  (Please tick here if you do not wish to be contacted.)

Signature of applicant:  Date:

**PLEASE NOTE: We require a reference for any applicant aged 16-18.**

**Please send this completed application form to your school or other appropriate referee (not friend or family). Your application will not be considered until the reference form on page 4 has been completed**

Screen  Ref  FA  PhotoID  ID type:

## Section 8: Criminal Convictions.

Do you have any unspent criminal convictions? Yes  No

You do not have to tell us about any convictions that are spent (as defined by the Rehabilitation of Offenders Act 1974) , or about any cautions, reprimands or final warnings. You must disclose all unspent convictions of any offence. For further advice about whether convictions are unspent please contact the NACRO Helpline on 0800 0181 259.

Do you have any 'relevant' criminal convictions(see below)? Yes  No

'Relevant' means offences against a person, whether of a violent or sexual nature and convictions involving unlawful supplying of or possession of controlled drugs or substances.

Declaring a conviction will not necessarily prevent you from being offered a place at College but failure to disclose something which we later become aware of could result in disciplinary action. Please note that some of our courses, such as care, childcare or health studies, require you to disclose spent and unspent convictions, as well as cautions, reprimands and final warnings in the context of legislation on safeguarding children and vulnerable adults.

## Section 9: Education and qualifications.

Name and address of the school or college you are/were attending in 2011/2012.

If you have already left school or college, please write the name of the last school/college you attended and when you left.

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Date ended 

M	M
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Y	Y
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Please list any qualifications you have, or expect to obtain before you start your course. If English is not your first language, you must indicate which English language exams you have taken and passed.

Subject	Level	Exam board	Date of exam	Predicted grade	Actual grade
			M M Y Y Y Y		
			M M Y Y Y Y		
			M M Y Y Y Y		
			M M Y Y Y Y		
			M M Y Y Y Y		
			M M Y Y Y Y		
			M M Y Y Y Y		
			M M Y Y Y Y		
			M M Y Y Y Y		
			M M Y Y Y Y		
			M M Y Y Y Y		

**All International students should enclose certified copies of their certificates/qualifications with their application.**

## Section 10: Tell us about yourself.

Remember to tell us why you want to do this course, what skills and experience you have that may be useful when studying this course? (E.g. part-time work, voluntary work, other courses you have taken in a similar subject.) What do you plan to do after you finish this course? What are your career plans? Please continue on a separate sheet of paper if necessary.

CC

QUL

