

# Teacher Education Application Form



Please complete all sections fully

## 1. Personal details: Please write in capitals and please complete all sections

First name:		<input type="checkbox"/> Male
Last name:		<input type="checkbox"/> Female
Date of birth: (eg 28/05/76)	Nationality:	
Age (as at 31 <sup>st</sup> Aug 2020):	Normal country of residence:	
Permanent Address:		Have you lived in the UK or EU/EEA for the last 3 years? Yes <input type="checkbox"/> No <input type="checkbox"/>
Postcode:		Telephone (including area code):
		Mobile phone:
		E-mail:

## 2. Details of the course to which you wish to apply

Course title: please tick

Certificate in Education (Incorporating DET) part time

Post Graduate Certificate in Education (Incorporating DET) full time

Award in Education       Daytime Award      Sept      Jan      March *(please circle start month)*

Evening Award      Sept      Jan      March *(please circle start month)*

## 3. Which subject(s) do you teach/wish to teach (specialist subjects and levels)

## 4. Qualifications completed including GCSE/SQA English Language and Mathematics or equivalents. You will need to bring your Maths and English Language certificates to interview

Full title of Award NB: If NVQ please state level	Place of Study/Awarding Institution	Grade Achieved	Date
English Language GCSE			
Mathematics GCSE			

## 5. Qualifications not yet completed

Full title of Award NB: If NVQ please state level	Place of study/Awarding Institution	Predicted Grade	Date when your award will be FULLY completed

## 6. Current employment (if applicable)

Employer/Work address	Postcode	<input type="text"/>
<input type="text"/>	Home telephone	<input type="text"/>
	Email	<input type="text"/>
Post: <input type="text"/>	Number of Teaching hours (per week)	<input type="text"/>

## 7. Previous employment and main duties:

Please give details of employment and work experience.

Job Title	Name of organisation	Full time or part time	Dates

## 8. Personal statement (for PGCE and Cert Ed only)

Please use this section to indicate why you want to teach your chosen subject within the Further Education and Training Sector. You should aim to write approximately 500 words. Please attach additional sheets if required.

## 9. References (for PGCE and Cert Ed only) - Please provide the names and email addresses of your referees. The first reference should be an academic reference and the second from your current employer (previous employer if not currently employed).

Referees name:

Email address:

Referees name:

Email address:

### Guidance information for your reference:

#### Who can write your reference:

- Refer to [ucas.com](http://ucas.com) for guidance on how to provide a reference for an applicant to higher education [www.ucas.com/advisers/references](http://www.ucas.com/advisers/references)

**10. Disclosure and barring service (DBS – formerly CRB).** Applicants to this course are required to complete an Enhanced Disclosure and Barring Service check.

Do you have any outstanding criminal convictions, cautions, reprimands? Yes  No

You are required to state whether or not you have any past or pending criminal convictions, cautions and reprimands, including any that may be considered spent under the Rehabilitation of Offenders Act 1974. If you tick the 'yes' box, the tutor may ask if you wish to disclose anything at interview.

**11. Do you have an agency or support worker?** (for example social worker, supported housing, community psychiatric nurse, key worker or any other)

Yes  No

If yes, please give details:

Name:

Agency

Telephone:

Address:

Please tick if you are in care or a care leaver

**12. Support requirements:**

We welcome all students and encourage you to tell us about the support you may need (please tick)

- |                                                                                                   |                                                                   |                                                                                                   |
|---------------------------------------------------------------------------------------------------|-------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Visual impairment (do not tick if your eyesight is corrected by glasses) | <input type="checkbox"/> Exam access arrangements                 | <input type="checkbox"/> Temporary disability after illness (for example post-viral) or accident  |
| <input type="checkbox"/> Hearing impairment                                                       | <input type="checkbox"/> Moderate learning difficulties           | <input type="checkbox"/> Speech, language and Communication                                       |
| <input type="checkbox"/> Disability affecting mobility                                            | <input type="checkbox"/> Severe learning difficulties             | <input type="checkbox"/> Education, Health and Care Plan                                          |
| <input type="checkbox"/> Profound complex disabilities                                            | <input type="checkbox"/> Dyslexia                                 | <input type="checkbox"/> Other medical conditions (eg: epilepsy, asthma, diabetes, allergy)       |
| <input type="checkbox"/> Social and emotional difficulties                                        | <input type="checkbox"/> Dyscalculia                              | <input type="checkbox"/> To provide further confidential information do so by letter using ref:GH |
| <input type="checkbox"/> Mental health difficulties                                               | <input type="checkbox"/> Other physical disability                |                                                                                                   |
| <input type="checkbox"/> Autism, spectrum disorders                                               | <input type="checkbox"/> Other learning difficulty (eg dyspraxia) |                                                                                                   |
| <input type="checkbox"/> Asperger's syndrome                                                      | <input type="checkbox"/> English is not my first language         |                                                                                                   |

**13. Personal Data Fair Processing Notice:**

**Data Protection: Privacy Notice**

- I confirm that the information I have provided on this form is correct.
- I understand that my information will be used to process my application so that I can enter into a learning agreement (contract) with the college
- I understand that:
  - my contact details will be used to communicate with me about my application and future relationship with the college
  - my designated next of kin will be contacted to confirm their details
  - if I am under 18 when this form is submitted, details of my application may be shared with my school, parent(s) or carer(s) designated as my next of kin
  - details of my application may be shared with my employer if they are proposing to sponsor my study
  - details of my application may be shared with referees I have nominated on this form
- I understand that to carry out its public task to deliver education the college will:
  - share my personal data with local authorities and other agencies which may contact me about services relevant to my application and my future attendance at college
  - share my data with processing companies to facilitate payment and other services
  - share my personal data with other agencies (including law enforcement agencies) and funding bodies as required by law
  - discuss health and other information (including special categories information) with professionals and other organisations and agencies to ensure that I can have the support I need to achieve the best outcome from my application
  - unless I give my explicit consent, the college will process my special categories information only when necessary to protect my vital interests (e.g. my life), those of others, or where there is a substantial public interest in doing so.
- If you are under 19 years old the college will share information regarding your attendance, progress and achievement with your parent(s) or carer(s) designated as your next of kin. This includes data presented electronically on the college's Parent portal. If you have reason to discuss the information the college shares with your parent(s) or carer(s) who you have designated as your next of kin, please contact the Designated Safeguarding Lead by email: [DSL@exe-coll.ac.uk](mailto:DSL@exe-coll.ac.uk).

Further information about your rights and how we process your data can be found at [www.exe-coll.ac.uk/dataprotection](http://www.exe-coll.ac.uk/dataprotection)

**Your signature**

**Date**

**A condition of acceptance onto these programmes is subject to the following (for PGCE and Cert Ed only):**

- Satisfactory Enhanced Disclosure and Barring Service Disclosure check
- Suitable references
- Relevant Maths and English Qualifications
- Satisfactory Interview
- Fitness to Practice

**Please return the completed application form to:**

Admissions, St David's Building, Exeter College, Hele Road, Exeter EX4 4JS. Email: [info@exe-coll.ac.uk](mailto:info@exe-coll.ac.uk)