

2022–23 ENROLMENT FORM

Course Title

Course start date Course end date Course learning aim

Information about you

Unique Learner Number National Insurance Number

Title Surname Forename(s)

Date of Birth (dd/mm/yyyy) Age (on 31 August 2022)

Address

Tel (Home)

Tel (Mobile)

Email

Contact Preference

- I wish to be contacted about courses or learning opportunities
- I wish to be contacted for survey and research

Contactable by

- Post Email
- Telephone Text (SMS)

Emergency Contact Details

Name and number

Are you a young person looked after by your local authority? Yes No

Equality and Diversity

Gender: Male Female Transgender Other

Ethnic Heritage

White

- English/Welsh/Scottish/
Northern Irish/British
- Irish
- Gypsy or Irish Traveller
- Any other White background

Mixed/Multiple Ethnic Group

- White & Black Caribbean
- White & Black African
- White & Asian
- Any other Mixed/Multiple
ethnic background

Asian/Asian British

- Indian
- Pakistani
- Bangladeshi
- Chinese
- Any other Asian Background

Black/African/Caribbean/Black British

- African
- Caribbean
- Any other Black/African/
Caribbean background

Other Ethnic Group

- Arab
- Any other ethnic group

Other (please specify)

Learning Difficulty and/or Disability

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

LLDD and health problem category: (please use 1 for primary disability/learning difficulty and 2 for all secondary disabilities/learning difficulties)

- | | | |
|--|---|---|
| <input type="checkbox"/> Visual impairment | <input type="checkbox"/> Severe learning difficulty | <input type="checkbox"/> Other physical disability |
| <input type="checkbox"/> Hearing impairment | <input type="checkbox"/> Dyslexia | <input type="checkbox"/> Other specific learning difficulty |
| <input type="checkbox"/> Disability affecting mobility | <input type="checkbox"/> Dyscalculia | <input type="checkbox"/> Other medical condition |
| <input type="checkbox"/> Profound complex disabilities | <input type="checkbox"/> Autism spectrum disorder | <input type="checkbox"/> Other learning difficulty |
| <input type="checkbox"/> Social and emotional difficulties | <input type="checkbox"/> Asperger's syndrome | <input type="checkbox"/> Other disability |
| <input type="checkbox"/> Mental health difficulty | <input type="checkbox"/> Temp. disability after illness or accident | <input type="checkbox"/> Prefer not to say |
| <input type="checkbox"/> Moderate learning difficulty | <input type="checkbox"/> Speech, language, comms needs | <input type="checkbox"/> Not provided |

Household Situation

- No household member is in employment and the household includes one or more dependent children
- No household member is in employment and the household does not include any dependent children
- Learner lives in a single adult household with dependent children
- Learner has withheld this information
- None of above applies

Employment

Before starting this course were you in full-time education or training? Yes No

Employment Status

- In paid employment
- Not in paid employment, looking for work and available to start work
- Not in paid employment, not looking for work and/or not available to start work

If employed, please indicate

- Self-employed 11 to 20 hours per week
- 0 to 10 hours per week 21 to 30 hours per week
- 31+ hours per week

If employed, please indicate length of employment

- Up to 3 months 7 to 12 months
- 4 to 6 months 12 months or more

If employed, please specify employer details

Name Tel

Address

If unemployed, please indicate length of unemployment

- 0 to 5 months 6 to 11 months 12 to 23 months 24 to 35 months 36 months or more

Current benefit status indicator

- | | Seen | Initials |
|--|--------------------------|----------------------|
| <input type="checkbox"/> In receipt of Job Seekers Allowance (JSA) | <input type="checkbox"/> | <input type="text"/> |
| <input type="checkbox"/> In receipt of Employment and Support Allowance – Work Related Activity Group (ESA WRAG) | <input type="checkbox"/> | <input type="text"/> |
| <input type="checkbox"/> In receipt of another state benefit other than JSA, Universal Credit or ESA (WRAG) | <input type="checkbox"/> | <input type="text"/> |
| <input type="checkbox"/> In receipt of Universal Credit | <input type="checkbox"/> | <input type="text"/> |

Funding Eligibility

Are you a British Citizen, or an EU/EEA or Swiss national?

Yes

No If no, answer the next question

Have you been resident in the UK for 3 years before the course start date?

Yes

No

If you are an EU citizen do you have EU settled status?

Yes

No

Prior Qualifications

Subject	Level	Grade	Result	Date obtained

Highest prior attainment level

- Entry level
 Other below level 1
 Level 1
 Full level 2
 Full level 3
 Level 4
 Level 5
 Level 6
 Level 7 or above
 Other qualification, level not known
 No qualifications

This section to be completed by Marine Society College Staff (English and Maths Stage 1)

GCSE English grade
 GCSE Maths grade
 Incomplete evidence provided

Marine Society College Initial Assessment Results (if applicable):

English
 Maths

English and Maths Stage 1

Recommended Course:

English
 Maths

(please enter eg. FS – E2 or FS – L1 or GCSE, etc)

Staff Name (BLOCK CAPITALS)

Staff Signature

GCSE English Condition of Funding (14–18)

- Exempt due to learning difficulty
 Exempt due to an equivalent overseas qualification
 Has approved equivalent UK qualification
 Undertaking/completing at a collaborating institution

GCSE Maths Condition of Funding (14–18)

- Exempt due to learning difficulty
 Exempt due to an equivalent overseas qualification
 Has approved equivalent UK qualification
 Undertaking/completing at a collaborating institution

Previous School or College

How did you hear about the Marine Society College?

- | | | |
|--|---|---|
| <input type="checkbox"/> Existing learner | <input type="checkbox"/> Direct to website | <input type="checkbox"/> Sea Cadets |
| <input type="checkbox"/> Employer | <input type="checkbox"/> Found by search engine | <input type="checkbox"/> School/college |
| <input type="checkbox"/> Career advice/event | <input type="checkbox"/> Friend or family | <input type="checkbox"/> Social media advert |
| <input type="checkbox"/> Co-worker | <input type="checkbox"/> Newspaper advert | <input type="checkbox"/> Other (please specify) |

Computer/Internet Availability

- Do you have a computer at home? Yes No
- Do you have internet access (Wi-Fi) at home? Yes No

Career Aim

What do you hope to achieve by doing the course?

Learner Agreement (please read carefully)

PRIVACY NOTICE – how we use your personal information

This privacy notice is issued by the Education and Skills Funding Agency (ESFA), on behalf of the Secretary of State for the Department of Education (DfE). It is to inform learners how their personal information will be used by the DfE, the ESFA (an executive agency of the DfE) and any successor bodies to these organisations. For the purposes of relevant data protection legislation, the DfE is the data controller for personal data processed by the ESFA. Your personal information is used by the DfE to exercise its functions and to meet its statutory responsibilities, including under the Apprenticeships, Skills, Children and Learning Act 2009 and to create and maintain a unique learner number (ULN) and a personal learning record (PLR). Your information will be securely destroyed after it is no longer required for these purposes. Your information may be used for education, training, employment and well-being related purposes, including for research. The DfE and the English European Social Fund (ESF) Managing Authority (or agents acting on their behalf) may contact you in order for them to carry out research and evaluation to inform the effectiveness of training. Your information may also be shared with other third parties for the above purposes, but only where the law allows it and the sharing is in compliance with data protection legislation. You can agree to be contacted by other third parties by ticking any of the following boxes:

- About courses or learning opportunities For surveys and research By post By email

Further information about use of and access to your personal data, details of organisations with whom we regularly share data, information about how long we retain your data, and how to change your consent to being contacted, please visit:

www.gov.uk/government/publications/esfa-privacy-notice

Consent Status: I give consent for my details to be shared Yes No

Learner Declaration

I declare that the information I have disclosed is true and accurate to the best of my knowledge.

1. I understand that if I have declared false, misleading or inaccurate information, or I have omitted to provide relevant information concerning my enrolment and any support needs, this may result in the cancellation of my enrolment or my permanent exclusion from the Marine Society College.
2. I confirm that I have been interviewed and assessed for this course and received advice and guidance as appropriate.
3. I understand the entry criteria for chosen programme of study and I understand my progression from this course towards my career aim.
4. In the event that – within a reasonable time of starting the course (normally eight weeks) – the Marine Society College considers that I am unable to work satisfactorily on a course for academic or behavioural reasons, then I accept that the Marine Society College may transfer me to another course or programme to assist me in dealing with the issues identified by the Marine Society College without recourse to the formal Disciplinary Procedures.
5. I understand the importance of 100% attendance and punctuality to enable me to succeed. My place on my course may be in jeopardy if I do not attend regularly and complete my work on time.
6. I understand that I am responsible for amounts due. I understand that once a course has started and I have attended any classes, no refund will be made if I choose to leave of my own volition. A full copy of the refund policy is available by request or online.
7. I understand that, if I have not paid fees because the Marine Society College is able to claim fee remission for my enrolment on my course, my photocopying allowance and examination costs may be met from the Learner Support Fund.
8. I agree to inform the Marine Society College of any relevant change of personal details or circumstance via a change of details form. I agree that it is my responsibility to ensure these details are kept up to date for all communication purposes.
9. Marine Society College may wish to take your photograph and/or film you taking part in learning activities. These images may appear in Marine Society College printed materials, press releases, be placed on our website/intranet or on other websites (operated by other agencies such as local and national press or publishers advertising Marine Society College courses etc.), used in promotional films, DVDs or on/in other media. I do not consent
10. I understand the Marine Society College may share information with other agencies such as the Local Authority children's/adult services and the police in order to safeguard children, young people, and vulnerable adults, to help prevent crime and bring offenders to justice.
11. I understand that if I have declared false, misleading or inaccurate information, or I have omitted to provide relevant information concerning my enrolment and any support needs, this may result in the cancellation of my enrolment or my permanent exclusion from the Marine Society College.
12. I understand that I may be contacted after the completion of my programme of learning to establish whether I have entered employment or gone onto further training

In order to comply with Child Protection Legislation we are required to ask the following question: Do you have a criminal record? Yes No

Signature

Date //