

Shrewsbury College Electrical Department London Road Shrewsbury SY2 6PR Tel: 01743 342479 Email: millieg@shrewsbury.ac.uk	<h1 style="margin: 0;">AM2 Application</h1> <p style="margin: 0;">PLEASE COMPLETE <u>ALL</u> SECTIONS OF FORM IN CAPITAL LETTERS</p>	 SHREWSBURY COLLEGE OF ARTS & TECHNOLOGY
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Candidate <i>All sections must be completed</i>	Title :		First Name :		Surname :	
	Date of Birth :	Address :				
	NI Number :					
	Mobile:					
	Email :	Postcode :				

Emergency contact	Name of emergency contact:		Relationship to candidate:	Telephone number/s:
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Employer <i>All sections must be completed</i>	Company:		Address :		
	Contact :				
	Tel No:				
	Email :	Postcode :			

Training Provider	Name:		Mobile:	
	Contact:		Email:	

Payment *To secure the candidate's place on the course, full payment or invoice request is required with the completed booking form. Provisional bookings can be held for two weeks therefore payment must be received within that two week period.*

					Please tick ✓	Cost £
	Bookings & Fees	Training	Pre-assessment	PLR3EAM001		
Assessment		Full assessment	PLR3EAM002			595.00
Re-assessment		Section A	PLR3RAM001			270.00
		Section A1	PLR3RAM002			60.00
		Section B	PLR3RAM003			130.00
		Section C1	PLR3RAM004			60.00
		Section C2	PLR3RAM005			30.00
		Section D	PLR3RAM006			40.00
		Marking Fee	PLR3RAM007			30.00
Please note:		The £30 marking fee is a one-off payment regardless of how many sections are being re-assessed				Total payable £
Please indicate how payment is being made: cash <input type="checkbox"/> cheque <input type="checkbox"/> card <input type="checkbox"/> invoice <input type="checkbox"/>						
If invoice required please send to: Candidate's home address <input type="checkbox"/> Employer's address <input type="checkbox"/> Training Provider <input type="checkbox"/>						

Employment Status	Employed Full Time	Employed Part time less than 16 hours	Employed Part time 16-19 hours	Employed Part time 20+ hours	Unemployed 0-6 months	Unemployed 6-11 months	Unemployed 12-23 months	Unemployed 24-35 months	Unemployed 36+ months
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Signatures	Declaration: * to be completed by, or on behalf of, person/organisation to whom invoice will be addressed: I confirm that I have read and understood the terms and conditions overleaf	Print Name: <hr/> Signed:
	Candidate Signature:	Date:

Please complete information over page

OFFICE USE ONLY					
Booking Sheet:		NET:		Letter/email sent:	
Training date:		Enrol form:		Notes:	
Assessment dates:		Enrol sent:			

Candidate - Please all relevant boxes below and complete every section

Section 2 - Ethnicity

To which ethnic group do you belong? (please tick the box)

- | | | |
|---|--|---|
| <input type="checkbox"/> Asian or Asian British – Bangladeshi | <input type="checkbox"/> Asian or Asian British – Indian | <input type="checkbox"/> Asian or Asian British – Pakistani |
| <input type="checkbox"/> Asian or Asian British – other Asian | <input type="checkbox"/> Black or Black British – African | <input type="checkbox"/> Black or Black British – Caribbean |
| <input type="checkbox"/> Black or Black British – other Black | <input type="checkbox"/> Chinese | <input type="checkbox"/> Mixed – White Asian |
| <input type="checkbox"/> Mixed – White and Black African | <input type="checkbox"/> Mixed – White and Black Caribbean | <input type="checkbox"/> Mixed – any other Mixed background |
| <input type="checkbox"/> White - British | <input type="checkbox"/> White - Irish | <input type="checkbox"/> White – any other white background |
| | | <input type="checkbox"/> Any Other Origin |

Section 3 - Residency

Have you been legally, ordinarily resident in **England** for the last 3 years? Yes No

Have you been legally, ordinarily resident in the European Economic Area for the last 3 years? Yes No

If not legally, ordinarily resident in **England** please state country of residence e.g. Wales

Section 4 - Rehabilitation of Offenders

Have you ever been convicted of a criminal offence, spent or otherwise? Yes No

Section 5 - LDD

Do you think you:

find learning more difficult than other people of your age Yes No

have a disability which will require special facilities / support / equipment Yes No

Section 6 - Prior Attainment Level

Please indicate your level of prior attainment on commencing your initial programme of study at this college

- | | | |
|---|---------------------------------------|---|
| <input type="checkbox"/> Entry level | <input type="checkbox"/> Full level 2 | <input type="checkbox"/> Level 5 and above |
| <input type="checkbox"/> Other qualifications below level 1 | <input type="checkbox"/> Full level 3 | <input type="checkbox"/> Other qualification, level not known |
| <input type="checkbox"/> Level 1 | <input type="checkbox"/> Level 4 | <input type="checkbox"/> Not known |

Section 7 – Future contact

- I do not wish to be contacted by the SFA / YPLA/ LEA or its partners in respect of surveys and research
- I do not wish to be contacted by the SFA / YPLA/ LEA about courses or learning opportunities by post
- I do not want my name and details of any achievements to be used by the College for future marketing purposes

Section 8 – Source of Application

Where did you hear about this course?
(e.g. website, advice event, newspaper advert, friend)

Terms and Conditions

Booking procedure and confirmation

Bookings can be accepted at any time up to two weeks prior to the course start date, subject to availability. Provisional bookings can be made over the telephone and held for two weeks. A place is not secured until a fully completed, signed enrolment form has been received by post or email. While a booking is still provisional, Shrewsbury College of Arts & Technology reserves the right to allocate the place to another customer. On receipt of your signed booking form, joining instructions will be sent to the candidate/organisation as indicated on the form.

Payment terms

Full payment should normally be made within the provisional booking period. Candidates will not be able to commence a course until full payment has been received. Invoices are normally issued on immediate receipt of a completed booking form or around eight weeks before the course is due to start (whichever is later). Payments can be made by cash, cheque, BACS or over the phone by credit card.

Candidate suitability

It is the client's responsibility to ensure that the course is suitable for his/her requirements. All candidates should have read and understood the course outline and meet the necessary pre-requisites.

Cancellation and rescheduling

Short courses are courses that held over a period of less than 24 weeks and as a consequence fees must be paid in full at enrolment. Refunds cannot be given against short course enrolments.

In the unlikely event that your training course does not take place after we have received your signed booking form, we will make every effort to reschedule the course. If this is not possible, any fees paid will be refunded. Shrewsbury College of Arts & Technology will not be liable for any costs incurred by the customer as a result of booking a course that is later cancelled or rescheduled.