

APPLICATION FOR A FULL-TIME COURSE

PLEASE COMPLETE ALL SECTIONS OF THIS APPLICATION FORM. INCOMPLETE FORMS WILL BE RETURNED

v: M&C 3/26

Ref:

Course applied For:

Course title in full

Course code (as listed in course description) Location

Personal details: Mr Mrs Miss Ms Other

Surname

Forename(s)

Known name (e.g Ben rather than Benjamin)

Date of birth

Your current address (this is the address we will use to correspond with you during the application process)

Postcode

Email

(please check your Spam or Junk folder to ensure messages received from NESCol are not filtered)

Telephone number (including code) Mobile

Country of nationality

Secondary school attended Year of leaving school 2026 2025 2024
2023 2022 Before 2022

Eligibility for course fees and funding:

These questions are asked in relation to eligibility for course fees and funding. For further information go to nescol.ac.uk/getting-started

Are you a UK national? YES NO

Have you lived in Scotland all your life? YES NO
(If YES go to page 2. If NO please answer the following questions)

Where were you born? How many years have you lived in Scotland?

What was the main reason you moved to Scotland?

If you have not lived in Scotland all your life, you are required to upload a copy of your passport along with any relevant eVisa, EU Settlement Scheme (EUSS) status, or other residency status evidence. If these documents are not uploaded, your application may be delayed or withdrawn. You can upload copies in the Evidence section of the application form.

SCOTTISH CANDIDATE NUMBER (SCN)

PROVIDING THIS INFORMATION IN FULL WILL HELP TO PROCESS YOUR APPLICATION FASTER AND IN SOME CASES ALLOW THE COLLEGE TO MAKE AN OFFER WITHOUT THE NEED FOR AN INTERVIEW. FOR QUALIFICATIONS YOU ALREADY HOLD YOU SHOULD PROVIDE EVIDENCE OF THESE IF POSSIBLE. AGAIN THIS WILL HELP TO SPEED UP THE PROGRESS OF YOUR APPLICATION. PHOTOCOPIES OF CERTIFICATES ARE ACCEPTABLE.

Qualifications and levels gained:

e.g. MATHS NATIONAL 5 (if you have no qualifications please state N/A)

Grade:

Year gained:

Qualifications being taken inc. level:

e.g. NATIONAL 5, HIGHER etc (If you are not currently studying please state N/A)

Expected grade:

Date to be completed:

Is English your first language?: YES NO

If no, please tell us which english qualification you hold and the score you received if applicable: _____

Tell us more about you:

In this section you can include details about any work experience or other information that helps show why you're interested in the course. We've got guidance on how to complete this section on our hints and tips webpage.

Why do you want to study this course? _____

How have your qualifications and the skills you have developed prepared you for this course? _____

What experiences outside of education have prepared you for this course? This might include employment or work experience, hobbies and interests, volunteering and other responsibilities.

Fraserburgh courses only: Will you require a seat on College transport to travel to campus? Please tick if YES

Care experienced (looked after young people):

The term care experienced is used to include anyone who has been or is currently in care or from a looked after background at any stage in their life. It includes people who have been in foster care, kinship care, and those who are looked after at home with a supervision requirement.

You do not have to provide this information, but NESCol is committed to providing you with a range of additional support where appropriate to ensure a positive and successful College experience.

Are you care experienced? YES NO

If no, go on to 'Carers' question. If yes, please choose the most recent type of care setting which relates to you:

Residential care Foster care Kinship care Looked-after at home Secure care Prefer not to say

Carers:

A carer is someone who provides significant unpaid support to family or a friend who could not manage without their help. Carers provide support for a number of reasons including illness, disability or drug/alcohol addiction. This term refers to caring duties beyond normal parenting duties.

You do not have to provide this information, but NESCol is committed to providing you with a range of additional support where appropriate to ensure a positive and successful College experience.

Are you a carer? YES NO

If yes, who do you care for? _____

Estranged:

Estranged students are young people studying without the support of a family network, due to a breakdown in those relationships. Students in this position often have no contact at all with their family, or sporadic and conflicting contact. Estranged students have no experience of being in care.

Are you estranged? YES NO

Special guardianship or care arrangements:

If you tell us that you have a Special Guardianship Order (or equivalent arrangement), NESCol will record the name and contact details of your Special Guardian so that we can meet our legal duties, contact the correct person with parental responsibility where required, and ensure you receive the support you are entitled to.

Do you have a Special Guardianship Order (or equivalent arrangement)? YES NO

If yes, please provide details:

Names of Special Guardians _____ Relationship to you _____

Contact telephone _____ Email address _____

Service student:

Do you have a parent or carer who served or is serving in the regular or reservist British Armed Forces (Royal Navy; Royal Marines; British Army or Royal Air Force) at any point during the first 25 years of your life:

YES (service student) NO (not a service student) Prefer not to say

Extra help with your studies:

North East Scotland College offers a wide range of learning support to students who have additional learning or support requirements including: physical or sensory impairments; specific learning difficulties e.g. dyslexia; autistic spectrum disorder; physical/medical/mental health conditions; being a carer; being care experienced etc. If you think you may require additional learning or assessment support in College, please indicate this below and we will contact you to discuss how best we can support you should you be accepted onto a College course.

You do not have to provide this information, but NESCol is committed to providing you with a range of additional support where appropriate to ensure a positive and successful College experience.

Do you think that you may require additional learning or assessment support in College? YES NO

Funding:

Do you require information about funding? YES NO

Equal opportunities monitoring:

North East Scotland College is committed to a policy of equal opportunities and seeks to ensure that no individual is discriminated against on the grounds of protected characteristics of age, gender, ethnic origin, disability, relationship status and religion or belief. To assist in monitoring the policy, and for the purpose of complying with the specific duties of The Equality Act 2010, it would be helpful if you could answer the questions below. In addition to this we will also use the information you provide on age elsewhere on this form. The information provided will be kept secure and used only for monitoring purposes.

What is your sex? _____

Is your gender identity the same as you were registered at birth? _____

Nationality _____

Ethnic group _____

Religion _____

Sexual orientation _____

Disability/health conditions:

- Learning difficulty (a specific learning condition that affects the way you learn and process information)
- Developmental disorder (a condition that you have had since childhood which affects motor, cognitive, social and emotional skills, and speech and language)
- Long-term illness, disease or condition (a condition, not listed above, that you may have for life, which may be managed with treatment or medication)
- Mental health condition (a condition that affects your emotional, physical and mental wellbeing)
- Physical disability (a condition that substantially limits one or more basic physical activities such as walking, climbing stairs, lifting, or carrying)
- Deafness or partial hearing loss
- Blindness or partial sight loss
- Learning disability (a condition that you have had since childhood that affects the way you learn, understand information and communicate)
- Full or partial loss of voice or difficulty speaking (a condition that requires you to use equipment to speak)
- A disability impairment or medical condition that is not listed above

Do you have any 'relevant' unspent criminal convictions? 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. You do not have to tell us about any convictions that are spent (as defined by the Rehabilitation of Offenders Act 1974, they can be effectively ignored after a specified amount of time, which depends on the sentence imposed) or about any cautions, reprimands or final warnings. You must disclose all unspent relevant criminal convictions.

Declaring a conviction will not necessarily prevent you from studying at the College however the College will not enrol you if that would be a breach of the College's statutory obligation to provide a safe learning environment. If you do have any relevant unspent criminal convictions a student risk assessment will be carried out. As part of this risk assessment, the College may receive information about you from or send information about you to other bodies such as the Criminal Justice Department, Social Work Department, Police, Youth Offending Teams and other professionals, as outlined in the College's Safeguarding Child and Adult Protection Policy.

Failure to disclose a relevant criminal conviction on the application form or at enrolment or failure to disclose any conviction for additional relevant offences following enrolment may result in the immediate termination of the services provided to the student by the College. For some courses of study it is a requirement that students join the Protection of Vulnerable Groups (PVG) Scheme operated by Disclosure Scotland before they are able to participate in placement opportunities. Where this is appropriate, students will be notified in advance of the requirement to do so.

If you answer YES to this question, the College will contact you to discuss your situation and a decision will then be made as to how best to proceed with your application.

Marketing information:

Please tell us how you first found out about the course for which you are applying? (please select one choice only)

- NESCol prospectus NESCol website NESCol open day School guidance Career event
- School visit by College staff Current student Former College student Press advert Radio Advert
- Social media Leaflet/poster Employer Friend/relative Skills Development Scotland (SDS)
(e.g. Facebook, X, Instagram)
- Other (please state) _____

Please tell us where you have seen/heard about North East Scotland College generally? (please select all that apply)

- Internet At school Career event Search Engine Facebook X Instagram
- LinkedIn YouTube Spotify Newspaper Radio TV Leaflet/poster
- Employer Outdoor advertising Shopping mall advertising Event/conference Skills Development Scotland
(e.g. billboards, buses)
- Training scheme provider Other (please state) _____

IMPORTANT: Please read carefully

Why we collect and use data about you:

North East Scotland College (the college) asks for the information contained in this form so that we can process your application fairly, transparently and appropriately and so we can communicate with you throughout the application process. We will use your data to assess your application against course entry requirements and to provide you with information about funding and additional support (where applicable). The College also asks for 'special category' data (information about any disabilities; or your race or national or ethnic origin, religious philosophical or moral beliefs, or your sexual orientation). We ask for this to support our policy of equal opportunities to ensure no-one is discriminated against on these grounds. We also provide anonymised versions of this data for statistical purposes and reporting to government departments. You can find out more about how and why we use and share your data in our Student Applications Privacy Notice (www.nescol.ac.uk/dataprotection). This will also tell you about the rights you have in relation to that data and how to contact our Data Protection Officer.

Marketing:

The College would like to send you information about other courses we offer and information about our events and activities. If you agree to being contacted about this, please tick the relevant box below:

I can be contacted by: **Email**
Phone
SMS

Please Note: Courses are offered subject to: (a) there being sufficient numbers of enrolments; and, (b) the availability of resources. The College reserves its right not to run courses where the number of students is considered insufficient or where resources are unavailable. The College also reserves its right in certain circumstances to refuse admission to an individual applicant. If you do take up a place on a College course, before the start of the course you will be asked to enrol. In enrolling and/or taking up a place on a College course, you will enter into a contract with the College and be bound by the North East Scotland College Standard Terms and Conditions of Study. Copies of the Terms and Conditions are available for inspection on notice boards and at various locations throughout the College, at the College Reception, on the College website: www.nescol.ac.uk – or can be obtained on request from the College's Student Admissions & Funding Manager, North East Scotland College, Aberdeen City Campus, Gallowgate, Aberdeen, Scotland, UK AB25 1BN.

Please return this form complete with the qualifications page to the following freepost address:

The Student Admissions & Funding Manager, North East Scotland College, FREEPOST RTJJ-TXBA-AEZS, Aberdeen City Campus, Gallowgate, Aberdeen, Scotland, UK, AB25 1BN.

Accept the Terms & Conditions

Discussing your application:

Discussing your application – In certain cases, and only with your permission, it may be appropriate or necessary for us to discuss your application with another individual (e.g. a parent, guardian, partner, spouse, support worker or guidance teacher.) If you are happy for us to do so, please indicate below who we may speak to regarding your application.

Please note: You are not required to complete this section.

Nominate a person _____

Contact name _____

Person's relationship to you _____

Name: _____ Date of birth:

--	--	--	--

Signature of applicant: _____ Date: _____

Thank you for your application, it will be acknowledged within 10 working days. If you have not heard from us by that time, please contact us: Tel: 01224 612330 or email: enquiry@nescol.ac.uk