

**HIGHER EDUCATION COURSES**

**APPLICATION FORM 2022-23**

**PERSONAL DETAILS**

|  |  |  |  |
| --- | --- | --- | --- |
| FORENAME(S) |  | SURNAME: |  |
| KNOWN AS FORENAME: |  | PREVIOUS SURNAME: |  |
| TITLE: |  | BMet ID NUMBER:\* |  |
| DATE OF BIRTH: |  | GENDER: |  |
| HOME ADDRESS: |  |
|  |  |
| POSTCODE: |  | EMAIL ADDRESS: |  |
| HOME TEL NO: |  | MOBILE TEL NO: |  |

|  |  |
| --- | --- |
| FEE PAYER:\*: |  |
| AREA OF PERMANENT RESIDENCE:\* |  |
| RESIDENTIAL CATERGORY:\* |  |
| NATIONALITY: |  |
| COUNTRY OF BIRTH: |  |
| UK ENTRY DATE:\* |  |

|  |  |
| --- | --- |
| DISABILITY:\* |  |
| ETHNIC ORIGIN:\* |  |
| IN CARE OR A CARE LEAVER:\* |  |
| WHAT IS YOUR FIRST LANGUAGE: |  |
| RELIGION:\* |  |

\* Please refer to Appendix 1 for further guidance.

**COURSE DETAILS**

|  |  |
| --- | --- |
| COURSE APPLYING FOR: |  |
| COLLEGE SITE APPLYING FOR: |  |

**PREVIOUS INSTITUTE OF STUDY**

|  |  |
| --- | --- |
| INSTITUTE NAME: |  |
| WHEN DID YOU START: |  | AND FINISH: |  |
|  |  |  |  |
| DID YOU STUDY: | FULL-TIME/PART-TIME/SANDWICH COURSE\* |

\* delete as appropriate.

**ENTRY QUALIFICATIONS**:

GCSE

|  |  |  |  |
| --- | --- | --- | --- |
| ENGLISH GRADE: |  | DATE ACHIEVED: |  |
| MATHEMATICS GRADE: |  | DATE ACHIEVED: |  |

LEVEL 3 AND ABOVE QUALIFICATIONS:

|  |  |
| --- | --- |
| QUALIFICATION 1: |  |
| SUBJECT: |  |
| GRADE: |  | DATE ACHIEVED: |  |

|  |  |
| --- | --- |
| QUALIFICATION 2: |  |
| SUBJECT: |  |
| GRADE: |  | DATE ACHIEVED: |  |

|  |  |
| --- | --- |
| QUALIFICATION 3: |  |
| SUBJECT: |  |
| GRADE: |  | DATE ACHIEVED: |  |

|  |  |
| --- | --- |
| QUALIFICATION 4: |  |
| SUBJECT: |  |
| GRADE: |  | DATE ACHIEVED: |  |

|  |  |
| --- | --- |
| QUALIFICATION 5: |  |
| SUBJECT: |  |
| GRADE: |  | DATE ACHIEVED: |  |

**EMPLOYER/PLACEMENT DETAILS**\*

|  |  |
| --- | --- |
| COMPANY NAME: |  |
| ADDRESS: |  |
|  |  |
| POSTCODE: |  |
| CONTACT NAME: |  |
| JOB TITLE: |  |
| EMAIL ADDRESS: |  | TELEPHONE NO: |  |

\* provide details of your employer or placement provider whilst studying your course.

**ADDITIONAL EVIDENCE**

**For all courses** please indicate which of the following evidence you have submitted with this Application Form:

|  |  |
| --- | --- |
| DEGREE LEVEL CERTIFICATE | YES/NO/NOT APPLICABLE\* |
| LEVEL 3 AND ABOVE QUALIFICATIONS (for example, A Level, BTEC Extended Diploma, HNC/D and Access to HE Diploma) | YES/NO/NOT APPLICABLE\* |
| LEVEL 2 ENGLISH LANGUAGE OR LITERACY (for example, GCSE) | YES/NO/NOT APPLICABLE\* |
| LEVEL 2 MATHEMATICS OR NUMERACY (for example, GCSE) | YES/NO/NOT APPLICABLE\* |
| APPLICATION TO STUDENT FINANCE ENGLAND FOR A TUITION FEE LOAN (approved or submitted awaiting assessment) | YES/NO/NOT APPLICABLE\* |
| SPONSORSHIP LETTER (if you are being sponsored by an employer) | YES/NO/NOT APPLICABLE\* |

**For the HNC/D course in Art and Design (Graphic Design)** please submit an on-line or electronic portfolio of art and design work to include graphic design, drawing, sculpture, animation and photography. In addition, you may wish to include show reels, websites or interactive discs but these are not essential.

|  |  |
| --- | --- |
|  | YES/NO/NOT APPLICABLE\* |

**For the HNC/D course in Social and Community Work** please indicate which of the following additional evidence you have submitted with this Application Form:

|  |  |
| --- | --- |
| DISCLOSURE AND BARRING SERVICE (DBS) CHECK | YES/NO/NOT APPLICABLE\* |
| STATEMENT OF SUPPORT FROM YOUR EMPLOYER OR PLACEMENT PROVIDER (confirming that you have secured working hours for a least two days per week in a relevant setting):  | YES/NO/NOT APPLICABLE\* |

\* delete as appropriate.

**DECLARATION**

I confirm that the information given on this form is true, complete and accurate and no information or other material information has been omitted. I accept that if this is not the case BMet, UCAS (if applicable) and the awarding University partner (if applicable) shall have the right to cancel my application and I shall have no claim against BMet and the University partner in relation thereto. I confirm that I understand my data will be shared with BMet and the University partner and processed in accordance with their Privacy policy including use for statistical purposes. Privacy policies:

<https://www.bmet.ac.uk/privacy-notice/>

<https://www.ucas.com/about-us/policies/privacy-policies-and-declarations/ucas-privacy-policy>

<https://www.bcu.ac.uk/about-us/corporate-information/policies-and-procedures/privacy-notices>

<https://www.wlv.ac.uk/about-us/governance/legal-information/corporate-compliance/data-protection/applicant-privacy-notice/>

<https://www.worcester.ac.uk/contact/privacy-notice.aspx>

You have the right to cancel this application. If you decide not to take up your place at BMet you must do this by informing BMet as soon as possible.

|  |  |  |  |
| --- | --- | --- | --- |
| APPLICANT NAME: |  | DATE OF SUBMISSION: |  |

**SUBMITTING YOUR APPLICATION**

Please submit your completed application with the evidence requested in the ‘Additional Evidence’ section above to the College’s Higher Education Team, electronically at headmissions@bmet.ac.uk, or by post to:

Higher Education Team

Sutton Coldfield College, part of BMet

Lichfield Road

Sutton Coldfield

West Midlands

B74 2NW

If you have any questions or require support with the application process please contact the College’s Higher Education Team by email, headmissions@bmet.ac.uk, or by telephone, 0121 446 4545.

**APPENDIX 1**

Please choose from one of the following options when completing the sections indicated by an \* under the heading Personal Details.

**BMet ID NUMBER**

If you have previously studied at James Watt College, Matthew Boulton College or Sutton Coldfield College, part of BMet (Birmingham Metropolitan College), please insert your ID number if you have access to this.

**FEE PAYER**

Enter one of the following to tell the College how your tuition fees will be paid:

* Student Loan Company
* Private Finance (i.e. you are paying your tuition fees yourself)
* UK Industry/Commerce (i.e. you are being sponsored by an employer)
* Other Source

**AREA OF PERMANENT RESIDENCE**

If you live in:

* Greater London, give your London borough (for example, Enfield)
* a former metropolitan county, give your district (for example, Sefton)
* Scotland, give your district or islands area (for example, Clackmannanshire)
* elsewhere in the UK, give your county (for example, West Midlands);
* outside the UK, give your country (for example, Italy).

**RESIDENTIAL CATERGORY**

Enter one of the following to describe your residential category:

* UK Citizen - England
* UK Citizen - Scotland
* UK Citizen - Wales
* UK Citizen - Northern Ireland
* British Citizen - Channel Islands and Isle of Man
* British Citizen - British Overseas Territories
* EU National (non-UK Citizen)
* EEA or Swiss national
* Child of a Turkish Worker
* Refugee
* Humanitarian Protection or similar
* Settled in the UK

**UK ENTRY DATE**

If you were not born in the UK, please give the date when you entered the country to live here. If you are not currently living in the UK, please enter the date you expect to enter the UK to start your course. If you have already moved to the UK, the date you arrived might be stamped in your passport and/or on other papers used to gain admission to the UK.

**DISABILITY**

Enter the statement from the list below that best describes you:

* No disability
* You are blind or have a serious visual impairment uncorrected by glasses.
* You are deaf or have a serious hearing impairment.
* You have a disability, impairment or medical condition that is not listed above.
* You have a long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy.
* You have a mental health condition, such as depression, schizophrenia or anxiety disorder.
* You have a social/communication impairment such as Asperger’s syndrome/other autistic spectrum disorder.
* You have a specific learning difficulty such as dyslexia, dyspraxia or AD(H)D.
* You have physical impairment or mobility issues, such as difficulty using your arms or using a wheelchair or crutches.
* You have two or more impairments and/or disabling medical conditions.

**ETHNIC ORIGIN**

Enter the category from the list below that best describes your ethnic origin:

* Asian - Bangladeshi
* Asian - Chinese
* Asian - Indian
* Asian - Other
* Asian - Pakistani
* Black - African
* Black - Caribbean
* Black - Other
* Gypsy, Traveller or Irish Traveller
* White
* White and Asian
* White/Black African
* White/Black Caribbean
* Other Mixed
* Arab
* Other
* Prefer Not to Say

**IN CARE OR A CARE LEAVER**

Enter the category from the list below that best describes if you are in Care or are a Care Leaver:

* In Care
* Care Leaver
* Prefer Not to Say

**RELIGION**

Enter the category from the list below that best describes your religion:

* Buddhist
* Christian
* Hindu
* Jewish
* Muslim
* Sikh
* Spiritual
* Other
* No Religion
* Not Known
* Prefer Not to Say