

If you require this form in large print or need help completing it please call 01752 305300

Funded by:



City College Plymouth Learning Agreement Form (Part 1)

To apply for a course at City College Plymouth please complete part 1 (sections A-C) in BLOCK CAPITALS in BLACK ink only, and sign section D. Please send completed forms to: Applications Office, City College Plymouth, Kings Road, Devonport, Plymouth, PL1 5QG

A Course Details

Enter the details of the course(s) you would like to apply for.

Start Date Month/Year (essential)	Course Title (e.g. Hairdressing, NVQ Level 2)	Full-time (FT)/Part-time (PT)/ Apprenticeship (APP) (please tick)		
		FT	PT	APP*
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* If you would like to study this course as part of an Apprenticeship please let us know if you have an employer/sponsor: No Yes
If yes, please tell us their:

Name Telephone number

B Personal Details

Family name (surname)
 First name(s)
 Title (Mr, Mrs, Miss, etc) Date of birth: Day Month Year
 Male Female National insurance number

Permanent address Postcode (essential)
 Address for Correspondence (if different) Postcode (essential)

Number of years at current address E-mail address
 Telephone number - home Mobile

Please tell us why you are applying for the course(s) above, including any relevant hobbies, voluntary work etc.

City College Plymouth Learning Agreement Form (Part 2)

Sections E-I to be completed at interview/enrolment. Please complete in BLOCK CAPITALS in BLACK ink only.

E Additional Support Requirements

Do you have a medical condition that needs treatment?

No Yes Please state

Is English your second language?

No Yes

Do you need extra help to complete your course? No Yes

If yes, do you need language support?

No Yes

Please tell us about any disabilities or difficulties you have which may affect your learning. We can then help you access the right support. Completing this section will not affect you getting onto a course. Early notification of disabilities or difficulties means we can give you extra support. Please tick all the relevant box(es).

Disabilities

- 98 No disability
- 99 Not known/not provided
- 99 Do not wish to declare
- 97 Other - please state
- 05 Asthma
- 05 Diabetes
- 03 Disability affecting mobility
- 06 Emotion/behavioural difficulties/ADHD
- 05 Epilepsy
- 02 Hearing impairment
- 31 ME
- 07 Mental ill health
- 90 Multiple disabilities
- 09 Profound complex disabilities
- 08 Temporary disability after illness
- 01 Visual impairment

Learning Difficulties

- 98 No learning difficulty
- 99 Not known/not provided
- 99 Do not wish to declare
- 97 Other - please state
- 32 Aspergers
- 20 Autism Spectrum Disorder
- 11 Dyscalculia
- 10 Dyslexia
- 31 Dyspraxia
- 01 Moderate learning difficulty
- 90 Multiple learning difficulties
- 02 Severe learning difficulty

Any disclosure of disability will only be used to help us to ensure that we make any reasonable adaptations that would support you on your course.

F Are you eligible for a FREE course?

If you are 16-18 years of age, an adult in receipt of means tested benefits, or if you want to study adult literacy or adult numeracy, you are likely to be eligible for a free course. Please see the fee remission list in section J for those benefits in scope. For help with funding your course please refer to information in course directories, on our website or ask for a copy of Money Matters by calling 01752 305803.

Concessions for Full Level 2/3 Courses

You may be eligible for a fee concession if you are enrolling on a full level 2/3 course, are 19 years or older (level 3 entitlement 19-25) and do not already have a full level 2/3 qualification. Please ask for details.

Declaration

I wish to apply for a fee concession. I declare that I do not already have a full level 2/3 qualification. I understand that if I have declared false information the College will take action against me to reclaim the tuition fees and any support costs provided.

Level 2 Level 3



The College is a co-financing organisation and uses European social funding from the European Union to (in)directly part-finance learning activities. As a result of such funding we are required to collect the information above and disclose it to the European Social Fund. You have the option not to declare.

Please tick any of the boxes that apply to you:

- In employment
- Self employed
- Overseas student
- Unemployed for less than six months
- Unemployed for seven-12 months
- Unemployed for one-two years
- Unemployed for two-three years
- Unemployed for over three years
- Looking to return to work after being out of the labour market for more than two years
- In/recently left care
- Lone parents with dependants
- Live in a rural area

G Employer/Sponsor Information Please complete this section if you are in employment

The College will provide the employer/sponsor with information concerning your attendance, conduct, progress and achievement.

Is your employer/sponsor paying your course fees? No Yes

Is your employer/sponsor giving you time off to study/attend the course? No Yes If yes to either, please complete details below:

Name of organisation

Contact at organisation

Contact's position at organisation

Contact's telephone number

Address

Postcode (essential)

