

Office use only:

Please complete in ink using BLOCK CAPITALS.

Rec No: _____

I wish to apply for a place on the following course(s) and enclose my fee as follows:

Sits Code: _____

Course number	2 0 0 9 3	Course number	2 0 0 9 3	Course number	2 0 0 9 3
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Course title	Course title	Course title
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Fee £	Fee £	Fee £
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Please make cheques payable to University of Sunderland. Total fees £ _____
 (You may be asked to provide evidence of your eligibility for concessionary fees).

Title	First name(s)	Surname
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Date of birth	^D ^D ^M ^M ^Y ^Y	Gender	Male	Female
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Address _____

Postcode _____

Telephone Day	Evening	Mobile
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Email	May we send you news and updates about CLL via email?	Yes	No
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Emergency contact details

Name	Relationship to you	Contact number
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Have you previously attended a course at the Centre?	Yes	No
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Have you studied at the University of Sunderland before?	Yes	No
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Please provide the following information which we are required to collect for Government statistical purposes. The Notes overleaf will help you to complete this section.

Ethnic group?	Nationality	Country of birth	Country of normal residence
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What is your highest qualification? Please see Note 3 overleaf.
N.B. THIS IS A MANDATORY FIELD. Code _____

Do you have any criminal convictions (excluding motoring offences)?	Yes	No
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You are not required to disclose spent* criminal convictions unless you are applying to a programme which is related to teaching, health and/or social work. If you have answered 'Yes' please contact the Centre giving details by emailing: cll-support@sunderland.ac.uk or writing to CLL Support at the Centre. All communications will be treated as strictly confidential.
 *under the provisions of the Rehabilitation of Offenders Act 1974.

Do you have a disability or specific learning difficulty?	Yes	No
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If your answer is 'yes', please answer the following questions. If 'no' please go to declaration and signature

Which code best describes your disability or specific learning difficulty? Please see Note 2 overleaf and enter the code	Code
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In relation to your disability or specific learning difficulty, do you require any specific support, because of your disability, to enable you to participate in this course?	Yes	No
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If you have answered 'yes' please give details _____

Do you give permission for us to disclose information about your disability to relevant University staff?	Yes	No
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Do you receive DSA (Disabled Students' Allowance?)	Yes	No
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The details on this form are correct to the best of my knowledge.

I sign to show that I accept the terms and conditions of the Learning Agreement printed in the CLL brochure.

I acknowledge that fees are due upon enrolment.

Signature of Student	Date
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If you require a receipt or course information sheet, please enclose an S.A.E.

N.B. Once you have enrolled on a course you will only be contacted if your course is cancelled otherwise come along to the first session.

Note 1: Please write one of the following codes overleaf against Ethnic Group.

10	White
21	Black - Caribbean
22	Black - African
29	Black - Other
31	Asian - Indian
32	Asian - Pakistani
33	Asian - Bangladeshi
34	Asian - Chinese
39	Asian - Other
41	White/Black Caribbean
42	White/Black African
43	White and Asian
49	Other Mixed
80	Other
98	Information Refused

Note 2: If you have a disability, please use one of the following codes. If you have more than one disability please use Code 8.

0	No disability
1	Learning difficulty
10	Information refused
2	Blind/partial sight
3	Deaf/partial hearing
4	Wheelchair/mobility
5	Personal care support
6	Mental health
7	Unseen disability
8	Multiple disabilities
9	Other disability
99	Not Known
T	Autistic disorder

Note 3: This is a mandatory field. If you do not complete it we will not be able to obtain funding from HEFCE (Higher Education Funding Council for England) for you to attend the course. If for any reason, you are unable to complete the field or require assistance in selecting the correct code for you please contact us.

From the list opposite please select the code which applies to your highest qualification* and insert it overleaf in the Highest Qualification field.

*You should choose the qualification and code which most accurately describes the highest level qualification you have successfully completed and for which you have received certification. (It is possible that, at some future date, the University could be obliged by its auditors to contact you to verify the information you provide).

Thank you for your co-operation in providing this important piece of information which will help us to maximise the funding we are able to claim for our courses.

Note 3: Please write one of the following codes against Highest Qualification. If you have more than one of the qualifications listed below, choose the qualification with the lowest code number.

1	Higher degree of UK institution
2	Postgraduate diploma or certificate excluding PGCE
3	Postgraduate Certificate of Education
4	PGCE without QTS/GTC
5	PG qualification not specified elsewhere
10	UG qualification with QTS
11	First degree of UK institution
12	Graduate of EU institution
13	Graduate of other overseas institution
14	GNVQ/GSVQ level 5
15	NVQ/SVQ level 5
16	Graduate equivalent not elsewhere specified
21	Open University Credit(s)
22	Other credits from UK HE institution
23	Certificate or diploma of education
24	HNC or HND (including BTEC and SCOTVEC)
25	Dip HE
26	GNVQ/GSVQ level 4
27	NVQ/SVQ level 4
28	Professional Qualifications
29	Foundation Course at HE Level
30	Other HE Qualification less than Degree
31	GCE 'A' level (with no 'AS' levels)
32	SCE 'Higher' and CSYS
33	SCE 'Higher' and no CSYS
34	Mixed GCE 'A' and SCE 'Higher'
35	Mixed GCE 'A' and GCE 'AS' levels
36	GCE 'AS' levels only
37	GNVQ/GSVQ level 3
38	NVQ/SVQ level 3
39	'A' level equivalent not specified elsewhere
40	Mixed GCE 'A'/SCE Higher & GNVQ/GSVQ level 3
41	ONC or OND (including BTEC and SCOTVEC equiv.)
43	Foundation Course
44	Accredited ACCESS course
45	Unaccredited ACCESS course
47	Baccalaureate
51	GNVQ/GSVQ level 2
52	NVQ/SVQ level 2
53	GNVQ/GSVQ level 1
54	NVQ/SVQ level 1
55	GCSE/'O' lvl quals only. SCE 'O' gds & Std gds
56	Other Non Advanced Qualification
63	Other overseas qualification (non-EC)
72	Diploma in Foundation Studies (Art & Design)
80	Foundation Degree
91	Other FE Qualification
92	Accreditation of Prior (Experiential) Learning
93	Mature student admitted on previous exp/ins entrance exam
95	Other EU Qualification
97	Other Non UK Qualification Level not known
98	Student has no formal qualification
99	Not known