

Adult Funding Enrolment, Confirmation and Funding Declaration

Please complete this form as fully as possible.

Any missing information will delay your application

About You		
1	Title (Mr, Mrs, etc.)	
2	First Names (Full Legal name required)	
3	Surname (Full Legal name required)	
4	Date of Birth (dd-mm-yyyy)	
5	Address	
	Postcode	
6	Sex	Male: <input type="checkbox"/> Female: <input type="checkbox"/>
7	Email	
8	Contact Phone Number	
9	Nationality	
10	Ethnic Origin	
11	<p>Do you have any learning difficulties and/or health problems? If yes, please tick all that apply. Also please indicate which is your primary learning difficulty or health problem</p> <p>Yes <input type="radio"/> No <input type="radio"/></p> <p style="text-align: center;">Primary Condition:</p>	
	<input type="checkbox"/> Visual impairment	
	<input type="checkbox"/> Hearing impairment	
	<input type="checkbox"/> Disability affecting mobility	
	<input type="checkbox"/> Profound complex disabilities	
	<input type="checkbox"/> Social and emotional difficulties	
	<input type="checkbox"/> Mental health difficulty	
	<input type="checkbox"/> Moderate learning difficulties	
	<input type="checkbox"/> Severe learning difficulties	
	<input type="checkbox"/> Dyslexia	
	<input type="checkbox"/> Dyscalculia	
	<input type="checkbox"/> Autism Spectrum Disorder	
	<input type="checkbox"/> Asperger Syndrome	
	<input type="checkbox"/> Temporary disability after illness /accident	<input type="checkbox"/>
	<input type="checkbox"/> Other physical disability	<input type="checkbox"/>
	<input type="checkbox"/> Other specific learning difficulty	<input type="checkbox"/>
	<input type="checkbox"/> Other medical condition	<input type="checkbox"/>
	<input type="checkbox"/> Other disability	<input type="checkbox"/>
	<input type="checkbox"/> Prefer not to say	<input type="checkbox"/>
12	Do you have an Education Health Care Plan?	Yes <input type="radio"/> No <input type="radio"/>



13	All applicants are required to declare any criminal convictions. This information will be treated as sensitive data and dealt with in accordance with our Equal Opportunities Policy and Admissions Policy.	
	<p>Do you have any Criminal Convictions? (excluding fixed penalty driving offences) If yes, details should be sent in a separate email or by post and marked as confidential.</p>	<p>Yes <input type="radio"/> No <input type="radio"/></p>

Course Information

Course Title	
Course Ref: (Office use only)	
Start Date: (Office use only)	
End Date: (Office use only)	
Venue: (Office use only)	

Your Status		Yes	No
14	Are you subject to employment or learning restrictions and/or a time limit on your stay in the UK?	<input type="radio"/>	<input type="radio"/>
15	Are you a UK citizen?	<input type="radio"/>	<input type="radio"/>
16	Have you been resident in the UK for the previous 3 years? If 'NO' to either Q15 or Q16 please provide details of citizenship/residency dates.	<input type="radio"/>	<input type="radio"/>
17	Are you in custody as a prisoner or on remand?	<input type="radio"/>	<input type="radio"/>
18	Are you attending school, College or University, an apprentice or training as part of any other full or part-time, government funded training programme?	<input type="radio"/>	<input type="radio"/>
Your Employment Status		Yes	No
19	Are you currently employed or self-employed? If so, please go to Q24	<input type="radio"/>	<input type="radio"/>
20	Are you presently unemployed? If so please answer the following questions.	<input type="radio"/>	<input type="radio"/>
21	Are you in receipt of any of the following benefits? (Please be aware you will be required to provide evidence.)		
	• JSA		<input type="checkbox"/>
	• ESA		<input type="checkbox"/>
	• Universal Credit		<input type="checkbox"/>
22	Are you in receipt of any benefits at all?	<input type="radio"/>	<input type="radio"/>
23	How long have you been unemployed?		
24	Are you presently looking for work?		
25	If you are employed, do you earn less than £18,525* per year (before deductions)? You must be able to provide evidence (e.g. P60, three months of payslips, current contract of employment etc.). You can attach copies of this evidence when you email this form to us. *£19,305 for those that live in Liverpool or Manchester city regions.	<input type="radio"/>	<input type="radio"/>



26	On average, how many hours do you work per week?	
	0 – 10	<input type="checkbox"/>
	11 - 20	<input type="checkbox"/>
	21 – 30	<input type="checkbox"/>
	31+	<input type="checkbox"/>

Your previous qualifications

27	Do you have any previous qualifications?	Yes <input type="radio"/>	No <input type="radio"/>
28	What is the highest full level of qualification you have gained?		
29	If you are unsure of your qualification level please provide full title of qualification:		

About Your Household

Please select which of the following statements apply (*one or more may apply*):

	Yes	No
No member of the household in which I live (including myself) is employed	<input type="radio"/>	<input type="radio"/>
I am the only adult in my household	<input type="radio"/>	<input type="radio"/>
There are one or more dependent children (aged 0-17 years or 18- 24 years if full time students) in the household	<input type="radio"/>	<input type="radio"/>
None of these statements apply	<input type="checkbox"/>	
Prefer not to say	<input type="checkbox"/>	



Data Protection

Myerscough College and University Centre is the Data Controller and is committed to protecting the rights of individuals in line with current data protection legislation. We are registered with the Information Commissioner's Office (ICO) and our registration number is Z8917574. Our full Privacy Notice can be found on our website, or by clicking on the following link:

www.myerscough.ac.uk/media/4636/privacy-statement-enquirers-applicants-and-students.pdf

ESFA Privacy Notice

This privacy notice explains how the Department for Education (DfE) uses (processes) any personal data you give to us, or any that we may collect about you in relation to Key Stage 5 and adult education. Key Stage 5 and adult education includes learners that stay in full-time education in schools, sixth-form colleges, further education colleges or University Technical College; or learners that start an apprenticeship or traineeship. For the purposes of relevant data protection legislation, the DfE is the data controller for personal data, this includes personal data processed by Education and Skills Funding Agency (ESFA). To read the full privacy notice including contact information please visit: <https://www.gov.uk/government/publications/privacy-notice-for-key-stage-5-and-adult-education/privacy-notice-for-key-stage-5-and-adult-education>

For learners aged 19+ who reside in Liverpool or Greater Manchester city regions the privacy notice located at <https://www.liverpoolcityregion-ca.gov.uk/wp-content/uploads/AEB-Privacy-Notice-2022-23.pdf> may also apply.

Liverpool City Region – If you are aged 19 or over, live in the Liverpool City Region and meet the eligibility criteria, your programme will be funded by the Liverpool City Region Combined Authority Adult Education Budget. Your details will be passed to the LCRCA in order for your funding to be claimed. For more information and the LCRCA privacy notice please go to: <https://www.liverpoolcityregion-ca.gov.uk/governance/policy-documents/#aeb-adult-education-budget>.

ILR data is shared with third parties where it complies with DfE data sharing procedures and where the law allows it. The DfE and the English European Social Fund (ESF) Managing Authority (or agents acting on their behalf) may contact learners to carry out research and evaluation to inform the effectiveness of training. In these cases, it is part of our statutory duties and we do not need your consent.

Where sharing is not part of our statutory duties, you can give your consent to be contacted by other third parties about:

I agree to be contacted by other third parties:

<input type="checkbox"/> About courses and learning opportunities	<input type="checkbox"/> For surveys and research	
<input type="checkbox"/> By Phone	<input type="checkbox"/> By Post	<input type="checkbox"/> By Email

To change/update your preferences after you've signed please email enrolment@myerscough.ac.uk.

I confirm the information provided on this form is true and correct on the date of signature.

Signature of Applicant:

Date:

**Please return completed forms to:
adultskills@myerscough.ac.uk**