



Epping Forest College

# Application Form

**Please make sure you answer all questions. You should complete this form in your own handwriting, however if you need help in completing the form please call 020 8502 8633.**

## **PLEASE SEND YOUR COMPLETED APPLICATION FORM TO:**

Admissions  
Epping Forest College  
Borders Lane  
Loughton  
Essex  
IG10 3SA

You can also hand in your form to the Admissions Office.

## **EQUAL OPPORTUNITIES**

At Epping Forest College we believe that everyone has the right to feel safe and supported, treated with respect, in a learning centred environment that celebrates diversity.

## **MATERIAL CHARGES**

There are material charges for certain courses. The cost payable will be given to you at interview or prior to enrolment. Money should not be a barrier to learning. If you require financial assistance then please contact our Student Advisory Service on **020 8502 8745**.

***“Have you signed this form on the back page?”***

See page 6 of the Full-time guide for more information on How to Apply.



## PERSONAL AND CAREER INTERESTS

To make sure that we get the most out of your time at College we would like you to answer the following questions:

Why do you want to come to College to study?

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What careers are you interested in? What job, degree or career do you see yourself doing in the future?

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What hobbies and interests do you have? Do you do any voluntary work or belong to any clubs?  
Have you had a position of responsibility given to you at school?

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## QUALIFICATIONS

List all the qualifications you have studied, even those that you did not pass or complete.

Subjects studied	GCSE A-Level BTEC	Year taken or to be taken	Predicted results	Actual results (if available)

## COURSE CHOICES

Please list at least one course that you would like to study. If you are not sure at this stage you can also list a second course. If you are applying to study A-Levels then please list 3 subjects.

Please complete:

First choice:

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Second choice:

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Please turnover and complete the back page, SIGN and DATE.

## FOR APPRENTICESHIPS ONLY

Your National Insurance Number

**If you have a job or training place with an employer please give us the following details:**

Company name:

Contact name:

Address:

## ABOUT US

### Is Epping College?

**(Tick one box only)**

- Your first choice  
 Your second choice  
 Your third choice

### How did you first hear about Epping Forest College

**(Tick one box only)**

- Through School or Connexions  
 Friends or family  
 Internet/advert  
 Other

### What led you to choose Epping Forest College?

**(Tick one box only)**

- Reputation  
 To be with friends  
 Convenient location  
 Friendly College  
 Great facilities  
 Other

### Have you visited Epping Forest College?

**(Tick one box only)**

- Yes  
 No

## DATA PROTECTION ACT

The College upholds the principles of the Data Protection Act and has notified the Information Commissioner to this effect. In completing this form the College has obtained your consent for the collection, storage and processing of the data provided, including sensitive personal data. The primary purpose of the information collected is for the analysis of statistical data. The processed data may be distributed to individuals within the College, or funding bodies, or other outside organisations. The College undertakes to keep secure any personal data held about you, and will make those details available to you on request.

### Please tick as appropriate:

- I  am  am not willing to receive text messages about my course  
I  am  am not willing to receive marketing information from the College  
I  do  do not wish to be contacted by funding agencies for surveys and research purposes  
I  do  do not wish to be contacted by funding agencies about courses or learning opportunities  
I  am  am not willing for any photography to be taken for marketing purposes

### Permission for the College to obtain a reference from your current school or college

Please tick  to give your permission for the College to contact your current, previous school or college in order to obtain an academic reference. If you have not been in school or college for some time we will require the name of an employee or professional person who can give you a reference:

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## I CERTIFY THAT THE ABOVE DETAILS ARE TRUE AND CORRECT.

Signature of student who is applying:

date:

If under 18 the College requires the signature of a parent or guardian:

date: