

# Application Form

If you require another application form, please contact Admissions on **01293 442201/205/206** or email **[info@centralsussex.ac.uk](mailto:info@centralsussex.ac.uk)**



Application No.:  
(For Office Use Only)



CENTRAL SUSSEX COLLEGE

# Monitoring and Equal Opportunities Form

## Strictly Confidential

**Central Sussex College is committed to promoting equality and fairness.** Your application will be assessed on merit and you **will receive equal treatment** regardless of gender, age, disability, sexual orientation, marital or civil partnership status, pregnancy, maternity, religion or ethnic origin. To help us make sure this policy of equality is working and to take steps to ensure progress is made towards achieving equality and diversity in the College, we need to know about the people who are applying for courses with us. To help us with this, please fill out your details below.

**Information given will be separated from your application before it is assessed** and will be used for statistical and monitoring purposes only. It will be held by the Admissions Team as **confidential** although it will be possible to link this information to other information about you.

Gender      Male       Female

### Ethnic Origin

(This is a funding agency requirement). Please mark the category you feel is appropriate to you

- |  |   |
|--|---|
| <input type="checkbox"/> Asian or Asian British - Bangladeshi                | <input type="checkbox"/> Mixed - White & Asian              |
| <input type="checkbox"/> Asian or Asian British - Indian                     | <input type="checkbox"/> Mixed - White & Black African      |
| <input type="checkbox"/> Asian or Asian British - Pakistani                  | <input type="checkbox"/> Mixed - White & Black Caribbean    |
| <input type="checkbox"/> Asian or Asian British - any other Asian background | <input type="checkbox"/> Mixed - any other mixed background |
| <input type="checkbox"/> Black or Black British - African                    | <input type="checkbox"/> White - British                    |
| <input type="checkbox"/> Black or Black British - Caribbean                  | <input type="checkbox"/> White - Irish                      |
| <input type="checkbox"/> Black or Black British - any other Black background | <input type="checkbox"/> White - any other white background |
| <input type="checkbox"/> Chinese   | Other (please specify) <input type="text"/>                 |
| <input type="checkbox"/> Prefer not to say                                   |   |

Date of Birth

Do you consider yourself to have a disability within the meaning of the Equality Act 2010 ?

Yes       No

\* The Equality Act says that someone is disabled if they have a physical or mental impairment, which has a substantial and long term adverse effect on their ability to carry out normal day-to-day activities.



## ADDITIONAL SUPPORT

We are committed to equal opportunities for all of our students, so please let us know of any additional needs you have. The information you provide will not affect your chance of being offered a place at College. We would like to help you to succeed here at the College by providing you with appropriate support that you may need. Please tick (as required) and give details in the box below:

I have a medical condition learning difficulty or other issue (please tick and detail below) but I do not need support with learning or other aspects of College life

I have a medical condition, learning difficulty or other issue (please tick and detail below) which affects either my learning or other aspects of College life:

Autistic Spectrum/  
Aspergers

Dyslexia

Mental Health  
Difficulty

BESD/ADHD/ADD

Dyspraxia

Mobility Difficulty

Colour Blindness

Hearing Difficulty

Speech Difficulty

Dyscalculia

Medical Condition

Vision Difficulty

If you have  the above, please give details:

I have English as an additional language (please state first language.....) Yes  No

I have literacy/numeracy difficulties Yes  No

Have you had any special arrangements or other specialist support at school or college in the past? (e.g. extra time in exams, use of specialist equipment etc.) Yes  No

When you come to the College for your interview, you will have the opportunity to discuss how we can support you in your studies. However, if you would like to discuss this in advance, please ring the Admissions Team on 01293 442201 / 5 / 6 or 01444 456281 (Haywards Heath Sixth Form campus) for friendly, confidential advice.

## CRIMINAL CONVICTIONS

The College is keen to support students with convictions and to help them succeed. Having criminal convictions will therefore not necessarily prevent you from taking up a place at Central Sussex College, but entry to the College is dependent on you honestly declaring any unspent criminal convictions you may have. If you have unspent convictions but fail to disclose them when you apply, you may be asked to leave your course or face other disciplinary action. Therefore, if you have any unspent convictions, please write down the offence(s), date(s) of conviction and sentence(s) imposed, and put this information in a sealed envelope with your name and address (so we don't confuse you with anyone else). Enclose the envelope with this form, or send it directly to the Director of Student Support at the address on the back of the application form. The information you provide will be considered by the Director of Student Support, and will only be disclosed to your course tutor (or to other staff who have a genuine need to know) if this is necessary in the interests of the safety and welfare of other students or staff. If you are not sure whether your conviction(s) are spent, please read the notes headed 'Declaring criminal convictions' in the Equality and Diversity section of the College's website - [www.centraisussex.ac.uk](http://www.centraisussex.ac.uk) - or call the Information, Advice and Guidance Team Leader on 01293 442203.

## INTERNATIONAL STUDENTS

You should be aware that information about your application, enrolment, attendance and progress at College may be passed to the UK Border Agency.

## DECLARATION

I wish to apply for a place at Central Sussex College. I understand that acceptance on to any course is subject to interview and to candidates fulfilling the course entry requirements and selection criteria. I confirm that to the best of my knowledge the information given on this form is correct, and that I have declared any unspent criminal convictions that I have to the Director of Student Support. I agree that information I have supplied will be recorded on a computer and used in accordance with the Data Protection Act. I understand you will share relevant details among College departments, funding agencies and other organisations for the purpose of administration, careers and other guidance, statistical and research purposes. I agree to the processing and use of such data for any purpose connected with my studies or my health and safety, and consent to you contacting me with relevant information and/or services.

Signature of applicant

Date

