

CLYDEBANK COLLEGE

INTERNATIONAL APPLICATION FORM FOR FULL-TIME PROGRAMMES

Please complete all sections of this form (in English) as soon as possible. If you require any assistance completing the form or if you would like the form in another format, please contact the International Department by email on international@clydebank.ac.uk

FOR COLLEGE USE	
Acknowledged	Y/N
Letter Sent	Y/N
Fee Paid	
Student Accepted	Y/N
Conditional Offer Sent	
Unconditional Offer Sent	Y/N
Student Accepted	Y/N
Visa Accepted	
Arrival Date	

PERSONAL DETAILS

Title: Mr Mrs Ms Miss

Family Name (as per passport):

First Name (as per passport):

English Name (if applicable): Male or Female (please tick)

Home Address:

Postcode:

Telephone Number: Fax Number:

Email Address:

(please note, acknowledgements and information requests will only be sent to this address)

Date of Birth: Nationality:

Passport Number: Do you require a visa to stay in the UK? Yes No

What is your immigration status? Date of entry into the UK:

Asylum Seeker Refugee If this is your status, please request a 'home' application form

Student Visa Other Please specify

CHOICE OF PROGRAMME

Please choose either 'A' OR 'B'

A English Language Programme (no English Language qualifications)

How much time do you think you will need to reach IELTS score 5.5?

Please tick one of the following:

6 months 1 year 1 year and 6 months 2 years

What would you like to study after English?

OR

B Which programme are you applying for?

(Please note: Due to residency & disclosure Scotland requirements care programmes are unsuitable for international students)

Please list up to three courses in order of preference with 1 being your first choice.

PROGRAMME TITLE (As per prospectus/website)	LEVEL
1.	
2.	
3.	

English language:

Please note: Applicants are required to be educated to a minimum of 'O'Level - Grade C or above.

Please state level of English already achieved:

Please provide evidence/certificates:

If you do not have the level requirements please advise the estimated time of English language study you will require:

6 months 1 year 1 year and 6 months 2 years

EDUCATION DETAILS/QUALIFICATIONS HELD

Please list any qualifications you have and attach a copy of your certificates.

SUBJECT TITLE	RESULT	AWARDING BODY	DATE ACHIEVED

QUALIFICATIONS PENDING

SUBJECT TITLE	AWARDING BODY	DATE TO BE COMPLETED

APPLICANTS WITH DISABILITIES AND/OR MEDICAL CONDITIONS

To enable the College to comply with the Disability Discrimination Act, we ask you to inform us of any disability or medical condition you may have. The College will not discriminate against those with disabilities and any information you provide will be used to assist the College in providing you with appropriate support. Please do not hesitate to contact the Learning Skills Base where a specialist member of staff will be please to discuss any specific support needs you may have. Examples of disabilities and/or medical conditions may include dyslexia, hearing impairment, visual impairment, physical disability and health issues (including pregnancy) and allergies.

CRIMINAL CONVICTIONS

In order to help Clydebank College meet its duty of care to its staff, students and others, we must know about any relevant criminal convictions that you have.

Relevant criminal convictions are only those convictions for offences against the person, of a violent or sexual nature, and convictions for offences involving unlawfully supplying controlled drugs or substances where the conviction concerns commercial drug dealing or trafficking. Convictions that are spent (as defined by the Rehabilitation of Offenders Act 1974) are not considered to be relevant and need not be revealed. For the avoidance of doubt any custodial sentence of over 30 months must be declared.

If you have a relevant criminal conviction that is not spent, you must enter X in the Yes box below. If you do not have any unspent criminal convictions, please leave the box blank.

If you enter an X in the box, you will not be automatically excluded from the applications process. However, the College may wish to consider the application further or ask for more information before making a decision.

You should be aware that for courses in teaching, health care, social care, sports and leisure or courses involving work with children, young persons or vulnerable adults, any criminal conviction, including sentences and cautions (including verbal cautions), reprimands, final warnings and bind-over orders are exempt from the Rehabilitation of Offenders Act 1974. If you are applying for these courses, the College will ask you to agree to have a criminal record check. You may also need an 'enhanced disclosure certificate' from the Scottish Criminal Records Disclosure Service. This means that if the criminal record check identifies that you have been charged or had a conviction, this information will be made available to the College. The college will send you the appropriate documents to fill in. If you are convicted of a relevant criminal offence after you have applied, you must tell the College. Do not send details of the offence; simply tell the college you have a relevant criminal conviction. The College may then ask you for more details.

Declaration:

Do you have a relevant criminal conviction? Yes

ENQUIRY SOURCE

Are you using a Recruiting Agency approved by Clydebank College? Yes No

If YES, who is the Recruiting Agent? _____

Agents email address _____

If NO, how did you first find out about programmes available at Clydebank College? (please tick below)

- | | | |
|---|--|---|
| <input type="checkbox"/> Advert in Newspaper (please specify) _____ | <input type="checkbox"/> Already familiar with College | |
| <input type="checkbox"/> Currently on a course at College | <input type="checkbox"/> School | <input type="checkbox"/> Internet/Website |
| <input type="checkbox"/> Feature in the Newspaper | <input type="checkbox"/> Family/Friends | <input type="checkbox"/> Library |
| <input type="checkbox"/> Mailshot | <input type="checkbox"/> Another College | <input type="checkbox"/> Employer |
| <input type="checkbox"/> Job Centre | <input type="checkbox"/> Careers Adviser | <input type="checkbox"/> Careers Exhibition |

Other (please specify)

FURTHER INFORMATION

Enter here any information you consider is relevant to your application and which is not given elsewhere on this form.

Please state 3 reasons why you are applying to study at Clydebank College.

APPLICATION FEE

An Application Fee of £100 is required to secure a place on ALL courses. This does not guarantee entry or acceptance to college, this is non-refundable.

Please use your name and date of birth as a reference in all methods.

OVERSEAS PAYMENTS TO THE COLLEGE

- By Bank Transfer Barclays Bank
90 St Vincent Street
Glasgow
G2 50Q
- Account Name: International Deposit Account
- Account Number: 70917176
- Sort Code: 20 33 70
- IBAN: GB74 BARC
- Cash direct to the College Finance Office
Do not send cash by post
- Debit / Credit Card in person
to the College Finance Office

Deposit

On successful acceptance to Clydebank College, students will receive a **Conditional offer letter** via email. An Un-conditional offer letter will be dispatched by courier service once a £1000 deposit towards tuition fees has been paid via bank transfer into the International Bank Account or direct to the college in person. Bank details can be found above and on the Un-conditional offer letter.

NOTE: Any advance payment to the College is fully refundable in cases of Visa rejection if accompanied by the British Embassy Visa rejection form and original letters of offer from the College. *No refund will be given if documents are deemed fraudulent by the British Embassy and this reason is noted on the visa refusal document.*

Please refer to the college refund policy for full terms & conditions.

Payment of **full** fees or remaining balance of fees is required **before** the start of the course and is non-refundable in the event of non-attendance or if the student is withdrawn.

Signature: _____ Date: _____

PLEASE SIGN HERE - TO BE COMPLETED BY ALL APPLICANTS

I confirm that, to the best of my knowledge, the information given on this form is correct. I understand that the information I have provided will be held and used by the College in connection with the administrator of my course, which may include disclosure to a third party.

Signature of Applicant: _____ Date: _____

Now please send or fax this form to:
Clydebank College, College Square, Queens' Quay, CLYDEBANK G81 1BF
F: +44 141 951 7401 E: international@clydebank.ac.uk

DATA PROTECTION

Please note: Due to the Data Protection Act in the UK, we are unable to discuss your application or finances with anyone else. If you wish to track your application, please email the international office using your email address stated on page 1.

