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| **Application form for All Access to Higher Education Diplomas** | | | | | | | |
| **Name:** |  | | | | | | |
| **Full Address:** |  | | | **Postcode:** | | |  |
| **Telephone:** |  | **Mobile:** | | |  | | |
| **Email:** |  | | **Date of Birth:** | | |  | |
| **NI Number** |  | | **ULN (if known)** | | |  | |

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| **Which Diploma are you applying to join?** | | | |
| **How did you find out about this course?** | | | |
| **Previous Study/Education:** | | | |
| Outline existing qualifications (complete all that apply) | | Tick ✓ | Please list qualification(s) achieved and grades (if applicable) |
| **None** | |  |  |
| **Entry/Level 1 qualifications** | |  |  |
| **Level 2 (5x GCSEs A\*-C / AS Levels / NVQ 2 or equivalent**  ***\*\*\* it is advised that you hold L2 in Mathematics & English (plus Science to the Teaching Pathway) and it is your responsibility to check out with the universities that they will accept your qualifications at the level to which you have achieved thus far.*** | |  |  |
| **Level 3 (2 x A Levels, NVQ 3 or equivalent** | |  |  |
| **Level 4 (Degree, HND)** | |  |  |
| **Other** | |  |  |
|  | | | |
| **Employment Status (please tick):** | | | |
| **Employed Full Time** | **Employed Part Time** | | |
| **Self Employed** | **Unemployed** | | |

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| **Personal Statement** |
| Please outline the reasons you would like to do the Access to HE Diploma including what you think you will gain from the course and what you would like to do in the future. **This could contribute towards your UCAS application**. You should aim to write between 200-400 words, think carefully about how to write and organise your answer. You should write in sentences and check your spelling. |
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| **Privacy Notice** |

Please note that by completing this form your details will be held on our Learner Record System and will be used for the purposes of administration, guidance and monitoring and to assist you with your education whilst at Enable. As part of our admissions process we will send you information and communications relating to your application and admissions (by email, text, post or phone). Enable complies with the Data Protection Act 1998 and the General Data Protection Regulation. After you have applied, Enable will occasionally make learner information available to external agencies (e.g. examination boards, careers service, results publication, government agencies, etc.). The details you have provided may also be shared with internal/external support staff (Access tutors/Internal Verifiers) to ensure the appropriate support is provided. The Data you supply will also be used to check for or obtain a unique learner number. For further information about the use of your personal data please see www.Returntolearningonline.com which explain how the data is passed to the relevant data and funding agencies. Under the Data Protection Act 2018 and the General Data Protection Regulation you have the right to request a copy of the information that we hold about you. You may also ask us to correct or remove any information that you think is inaccurate, or opt out of sharing your data at any time. If you wish to do this, please visit www.returntolearningonline.com for more information on how we use your personal data or telephone 07875710049

Return to Learning Ltd is committed to equal opportunities. See our Equality and Diversity policy on our website for more details. We may contact any recent education provider to request information. By signing this document, you agree that your personal information can be processed and used in this way.

**I have read the above statement and am happy to submit my information**

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| **Declaration** | |
| I confirm that to the best of my knowledge the information provided on this form is correct | |
| **Signature:** | **Date:** |

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| **What happens next?** |
| **PLEASE RETURN THIS FORM TO:**  [**samantha@returntolearningonline.com**](mailto:samantha@returntolearningonline.com)  The Access to HE team will acknowledge receipt of your application form (usually within 5 working days). If you have any queries regarding the progress of your application, please contact Sam on 07875710049. |
| * Once submitted you will receive acknowledgement of your application. * If you fulfil the entry requirements you will be contacted for a zoom tutorial * If you have any queries about the entry requirements or application process, please contact [samantha@returntolearningonline.com](mailto:samantha@returntolearningonline.com)   **Your zoom tutorial will include:**   * A one-to-one discussion about your experience to date, your goals and interests. * A short assessment will be set and possibly other activities which will help us determine if the course is suitable for you. * A discussion regarding any previous certificates that may be used as Recognised Prior Learning * Discussion on payment plans   **After your zoom tutorial**   * You will receive an initial assessment held with our remote learning platform that you will complete to an agreed deadline. This will be assessed and you will be provided with a report detailing your skill set and areas for development. This will aid Return to Learning Ltd to assess your suitability for the Access Programme and we will undertake to support you to find suitable alternatives, if it is not the case. * Full Induction will take place at an agreed date and time |

*FOR ADMIN PURPOSE ONLY*

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| Is learner accepted for Access to HE Diploma? | Yes | No |
| If NO, please state reason | | |

Signed Return To Learning Online Ltd

Date: