

Please complete this form in black ink.

Return to: Taught Courses (UG), Dearing Building, School of Education  
The University of Nottingham Jubilee Campus, Nottingham, NG8 1BB, UK



The University of  
**Nottingham**

UNITED KINGDOM • CHINA • MALAYSIA

## Part-time\* Studies Application Form 2012/2013 BA Counselling

When applying for this course, in addition to this application form, please also provide:

1. **Current CV**
2. **2 references** – include 1 academic reference if possible. When completed references should be placed in an envelope and sealed with the referee's signature signed over the seal. References should be returned with this application.

### SECTION 1: Personal Details

Title: (Mr/Mrs/Miss/Ms/Other)	First Name:	Surname:
Home Address:		
Postcode:	Date of Birth:	
Tel (day):	Tel (eve):	Mobile:
E-mail:		
Do you have any criminal convictions? (Include both 'spent' and 'unspent' under the Rehabilitation of Offenders Act, 1974) <input type="checkbox"/> Yes <input type="checkbox"/> No		

### SECTION 2: Plagiarism, Assessment, and Attendance

I agree to comply with The University of Nottingham's Plagiarism Policy and confirm that I will undertake all assessed work necessary for the completion of a module. I understand that I am expected to attend all the taught sessions of a module on which I am enrolled.

Signature: ..... Date: ...../...../.....

\* Full-time students should apply through UCAS

### SECTION 3: Personal Statement

Please use this space to summarize your reasons for choosing your intended course of study and the benefits you expect to gain from it. *Please continue on a separate sheet if necessary.*

## SECTION 4: Education and Qualifications

Please complete the table as fully as possible noting all qualifications gained or pending.  
*Please continue on a separate sheet if necessary.*

Dates Attended	Names & Addresses of School/College/University	Qualification Received	Subjects	Date of Qualification (or expected)

## SECTION 5: Data Information

The government requires us to collect annually the information on this page from our students. All sections are mandatory (*indicate your selection by putting a [x] in the relevant boxes*). Failure to complete any section WILL result in a delay to your application.

### Gender

Male  Female

### Ethnicity

- White – British
- White – Irish
- White – Scottish
- Irish Traveller
- Other White background
- Black or Black British – Caribbean
- Black or Black British – African
- Other Black background
- Asian or Asian British – Indian
- Asian or Asian British – Pakistani
- Asian or Asian British – Bangladeshi
- Chinese
- Other Asian background
- Mixed – White and Black Caribbean
- Mixed – White and Black African
- Mixed – White and Asian
- Other Mixed background
- Other Ethnic background

### Date of Birth

What is your date of birth?.....

### Nationality

What is your nationality?.....

### Country of Birth

What is your country of birth?.....

### Domicile

Is the address in Section 1 your permanent address?  Yes  No

Have you lived at this address for at least 3 years?  Yes  No

If **no**, are you permanently resident in the UK?  Yes  No

If **no**, in which country are you a permanent resident

.....

### Family Education

Do any of your parents (i.e. parents, adoptive parents, step-parents, or guardians who have brought you up) have any higher education qualifications, such as a degree, diploma, or certificate of higher education? *Provision of this information does not constitute the disclosure of third party personal information as defined by the Data Protection Act 1998. This is because the question does not relate to a specific person.*

- Yes  No  Don't know  
 Information refused

### Occupation

If you are under 21, please give the occupation of your parent, step-parent, or guardian who earns the most. If he or she is retired or unemployed, give the most recent occupation. If you are 21 or over, please give your own occupation.

- Employed (please state) .....
- Retired
- Unemployed
- Not known
- Information refused

### Do you have a disability?

Yes  No

### Are you in receipt of Disabled Student Allowance?

Yes  No

### If you have a disability, what type is it?

- Dyslexia
- Blind / partially sighted
- Deaf / hearing impairment
- Wheelchair user / mobility issues
- Personal care support
- Mental health difficulties
- An unseen disability, i.e. diabetes, epilepsy, asthma
- Multiple disabilities
- A disability not listed above

Please note that in order for us to fully support your learning needs, it is your responsibility to ensure that the University has been made fully aware of your disability or any specific learning difficulty prior to attendance on a course.

### Previous Study

Do you have any formal qualifications?

Yes  No

Have you ever attended a Higher Education course in any country since leaving school?

Yes  No

If **yes**, how many years of Higher Education have you previously undertaken in the UK? (*enter number:*) .....

Did you achieve a qualification(s) equal to or higher than the level of course you are now applying for?  Yes  No

If **yes**, what is your highest qualification before enrolling on this course? (*please tick one box only on the next page*)

Was this gained in the UK?  Yes  No  
Or EU?  Yes  No

**SECTION 5: Data Information (continued)**

**Postgraduate Level**

- Doctorate degree of UK institution
- Integrated masters course (usually a four-year course leading to a degree such as MChem, MEng or MSci)(except for a course leading to the degree of MPharm)
- Any other Masters degree of UK institution
- Doctorate degree of Non-UK Institution
- MA of Trinity College Dublin
- Masters degree of Non-UK Institution
- Postgraduate Diploma
- Postgraduate Certificate (excluding PGCE)
- Postgraduate Certificate in Education or Professional Graduate Diploma in Education

**Higher Education**

- Integrated masters course (usually a four-year course leading to a degree such as MChem, MEng or MSci)(except for a course leading to the degree of MPharm)
- First degree with honours leading to QTS/GTC registration
- Any other first degree with honours of UK Institution
- UK ordinary (non-honours) first degree
- First degree of Non-UK Institution
- Professional Graduate Certificate in Education
- Any other Honours level qualification
- Foundation degree
- Diploma of Higher Education (DipHE)
- Higher National Diploma (HND)
- Foundation course at Diploma Level
- Certificate in Education (CertEd) or Diploma in Education (DipEd) (i.e. non-graduate initial teacher training qualification)

**Higher Education (continued)**

- Certificate of Higher Education (CertHE)
- Higher National Certificate (HNC)
- Higher Apprenticeship (level 4)
- Other qualification at Certificate Level
- Undergraduate level credits

**Schools / Further Education**

- A/AS levels
- AQA Baccalaureate (Bacc)
- 14-19 Advanced Diploma (level 3)
- Scottish Baccalaureate
- International Baccalaureate (IB) Diploma
- International Baccalaureate (IB) Certificate
- Welsh Baccalaureate Advanced Diploma (level 3)
- Diploma at level 3
- Certificate at level 3
- Award at level 3
- Cambridge Pre-U Diploma
- Cambridge Pre-U Certificate
- Other qualification at level 3
- Mixed level 3 qualifications of which some or all are subject to UCAS Tariff
- Mixed level 3 qualifications of which none are subject to UCAS Tariff
- 14-19 Higher Diploma (level 2)
- Welsh Baccalaureate Intermediate Diploma (level 2)
- Other qualification at level 2
- 14-19 Foundation Diploma (level 1)
- Welsh Baccalaureate Foundation Diploma (level 1)
- Other qualification at level 1

**Other**

- Higher education access course, QAA recognised
- Higher education access course, not QAA recognised
- Mature student admitted on basis of previous experience and/or  admissions test
- Other qualification level not known
- Student has no formal qualification

**The Data Protection Act 1998**

Information is confidential and will be held on The University of Nottingham's School of Education database in accordance with the Data Protection Act 1998. It will be used for University and government funding purposes only. These purposes include: analysis of regional and course recruitment and of student profile (i.e. racial/ethnic origin, age, nationality) for planning and research purposes by the Higher Education Statistics Agency.

*I agree that The University of Nottingham will hold and process the data I have supplied for the purposes described above.*

**Name (printed):** ..... **Signature:** ..... **Date:** ...../...../.....