APPLICATION & INTERVIEW

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2011/12

Please return to:

The Apprenticeship Team
Northbrook College
Broadwater Road
Worthing
West Sussex
BN14 8HJ

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Section 1 – About you and the Apprenticeship you want

Please use block capital letters to complete this form unless otherwise stated

Name
Address
Post Code
Date of birth Your age now
Telephone numbers – please provide both your home and mobile numbers E-mail address
National insurance number
Nationality How long have you lived in the UK?
Do you drive? Are you learning to drive? Do you have access to personal transport?
What type of Apprenticeship are you interested in? (ie hairdressing)
Do you have employment with an employer offering work in this area?
Employer details Name and Address Post Code Telephone number

Section 2 – About your education

Last school/college attended
Name and address of a person who will give you a reference (not a relative and preferably from your last school or College if within 5 years)
What are/were your GCSE grades? Maths English IT Science Are these ACTUAL GRADES or PREDICTED GRADES?
If available what Key Skills or Functional Skills Qualifications do you have? Maths English Information technology
What are/were your A Level grades? Maths English IT Science Are these ACTUAL GRADES or PREDICTED GRADES?
Have you attended Northbrook or another college before? (please provide details of the college and course studied)
Have you previously had additional help in the classroom / School / College YES / NO (Brief details)
Have you previously had a diagnostic assessment at School / College YES / NO

Section 3 – Personal statement

Please complete this section in your own hand writing

LEVEL 2 (INTERMEDIATE APPRENTICESHIP) 150 WORDS MINIMUM
LEVEL 3 (ADVANCED APPRENTICESHIP) 200 WORDS MINIMUM

For Example - give details of what you hope to achieve by undertaking an Apprenticeship. Include details of what first triggered your interest in your chosen occupation; what work experience you have had and what you have done to find employment.

Include details of your personal strengths and skills that you think would be useful in employment.

Or write about a subject that really interests you.

Personal statement – continue on a second page if necessary

Section 4 – Your health and mobility

To help the College ensure that it can provide the support you may need, please inform us of any health or mobility issues or difficulties in learning that may affect you as a student.

Allergies	Yes	No
Asthma/bronchitis		
Back Problems		
Diabetes		
Epilepsy		
Migraines		

If you have answered **yes** to any of the above questions please give **full** details.
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	YES	NO
Have you ever been assessed for a disability or learning difficulty or do you have a statement of needs from your school?		

Disability

- [ ] Visual impairment
- [ ] Hearing impairment
- [ ] Disability affecting mobility
- [ ] Other physical disability
- [ ] Emotional /behavioural difficulties
- [ ] Mental ill health
- [ ] Aspergers syndrome
- [ ] Temporary disability after illness (for example post – viral)or accident
- [ ] Profound complex difficulties
- [ ] Multiple disabilities
- [ ] Other please specify)

Learning difficulty

- [ ] Moderate learning difficulties
- [ ] Severe learning difficulties
- [ ] Dyslexia
- [ ] Dyscalculia / dyspraxia
- [ ] Other specific learning difficulties
- [ ] Autism spectrum disorder
- [ ] Multiple Learning difficulties
- [ ] Other (please specify)

Section 5 – How can we help you?

If you feel you would benefit from some additional help then please complete this form. This is not a formal assessment but it will provide us with an indication of your areas for development.

Literacy / Language - do you find it difficult to:	**Yes**	**No**
read text		
extract relevant information from text		
re-express in own words		
take notes from handouts / from the board / in class		
understand the question		
plan an answer		
extend ideas		
find relevant quotes/references		
punctuate		
spell		
Maths - do you find it difficult to:		
estimate		
understand the tasks/questions		
recognise maths symbols + = ÷ – x		
decide what calculations to do		
carry out calculations		
use mental arithmetic		
understand/recognise drawings/shapes		
understand fractions, percentage, ratios		
use numeracy terms and words during discussions		
Do you find it difficult to:		
cope with your workload		
remember your timetable		
manage changes to the college routine		
keep to deadlines		
organise your time		

Now please sign and date the form and return it to:

The Apprenticeship Team, Room B24, Broadwater Road, Worthing, West Sussex, BN14 8HJ or by e-mail to apprenticeship.team@nbcol.ac.uk or on-line at www.northbrook.ac.uk

Signed student……Date……..

Signed by parent/guardian if under 18……..