APPLICATION FORM FOR WEB BASED ADVANCED UNIT DEMU9D2.

- You must read the instructions on the last page before completing this form. Please complete this form in BLOCK CAPITALS, using black type or ink and return to the Course Support Team, DSDC, Iris Murdoch Building, University of Stirling, Stirling, FK9 4LA, Scotland, U.K.

### PERSONAL DETAILS

<table>
<thead>
<tr>
<th>Title</th>
<th>Male (M)</th>
<th>Female (F)</th>
<th>Your Date of Birth</th>
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<table>
<thead>
<tr>
<th>Surname/Family name</th>
<th>First/given name</th>
<th>Postal address</th>
<th>Postcode (UK only)</th>
<th>Country (not UK)</th>
<th>Mobile Phone number</th>
<th>Home Phone number (including STD/area code)</th>
<th>e-mail</th>
<th>Home address (if different from above)</th>
<th>Postcode (UK only)</th>
<th>Country (not UK)</th>
<th>Previous Surname/Family name</th>
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### ADDITIONAL DETAILS

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<thead>
<tr>
<th>Area of permanent residence</th>
<th>Ethnicity <em>(see notes)</em></th>
<th>Disability/special needs (including dyslexia)/medical condition <em>(see notes)</em></th>
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<th>Country of Birth</th>
<th>Nationality</th>
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<tr>
<th>Occupational Background <em>(see notes)</em></th>
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CRIMINAL CONVICTIONS

To help the University reduce the risk of harm or injury to other students, you must declare all relevant criminal convictions. Relevant criminal convictions are only those convictions for offences against the person, whether of a violent or sexual nature, convictions 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 you should not reveal them (but please read below).

If you are applying for a course involving work with children or vulnerable adults. ALL criminal convictions are considered relevant – including spent sentences and cautions (including verbal cautions) and bind-over orders. If you are convicted of a relevant offence after you have applied, you must inform us immediately.

If you have a relevant criminal conviction enter X in the box

(please refer to the Instructions for Applicants on the last page)

EMPLOYMENT and EXPERIENCE

<table>
<thead>
<tr>
<th>Name of Organisation</th>
<th>Job Title</th>
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<th>PT or FT</th>
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SCHOOL & EDUCATION QUALIFICATIONS OBTAINED
(Examinations for which results are known)

<table>
<thead>
<tr>
<th>Month/Year of Completion</th>
<th>Awarding body</th>
<th>Subject/Unit/module</th>
<th>Level</th>
<th>Result/Grade</th>
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OTHER POST-SCHOOL & PROFESSIONAL QUALIFICATIONS

<table>
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<tr>
<th>Month/Year of Completion</th>
<th>Awarding body</th>
<th>Subject</th>
<th>Level</th>
<th>Result/Grade</th>
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FINANCIAL SUPPORT

Please state the source from which you hope to receive financial support for the course (e.g. employer or private funds)

SPECIAL NEEDS or SUPPORT

required as a consequence of any disability or medical condition (see notes)

PERSONAL STATEMENT

(Please describe briefly why you wish to pursue this course and indicate any areas of interest you may wish to pursue. Continue on a separate sheet if necessary)

REFERENCE

- Please pass the enclosed reference form to your referee, which should preferably be from your current employer

<table>
<thead>
<tr>
<th>Name</th>
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<tbody>
<tr>
<td>Professional Relationship to Applicant</td>
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</tr>
<tr>
<td>Address</td>
<td>.........................................................................................................................</td>
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<tr>
<td>Postcode</td>
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</table>
All applications are considered in line with the University of Stirling Admissions Policy and therefore with the Equality Act (2010).

The University of Stirling routinely gathers and stores Personal Data relating to prospective students, applicants and students at the points of application, admission, enrolment and on an ongoing basis throughout the period of your studies at the University, in line with the nature and requirements of its work.

Personal Data is gathered and stored in line with the University's obligations under the General Data Protection Regulation (GDPR).

When you submit an application to the University, the University will use the information about you that you provide on your application form to process your application and communicate with you through the admissions process. Your Personal Data will also be used by the University for management activities such as strategic planning, statistical analysis and equal opportunities monitoring. The University may also require to share your Personal Data with selected third parties in line with external and statutory requirements. Where this is the case, data will be shared in line with the parameters of the GDPR and the provisions made within the University policy on data protection. The policy can be found at www.stir.ac.uk/about/faculties-and-services/policy-and-planning/legal-compliance/data-protectiongdpr/gdpr-policy-and-guidance/.

For detailed information about how we will process your personal information please see the University's Privacy Notice found here www.stir.ac.uk/about/faculties-and-services/policy-and-planning/legal-compliance/data-protectiongdpr/privacy-notices/

If you go on to enrol as a student with the University, the University will continue to use your Personal Data throughout the period of your studies. The University may also require to share your Personal Data with selected third parties in line with external and statutory requirements. Where this is the case, data will be shared in line with the parameters of the GDPR and the provisions made within the University policy on data protection. The policy can be found at www.stir.ac.uk/about/faculties-and-services/policy-and-planning/legal-compliance/data-protectiongdpr/gdpr-policy-and-guidance/.

University courses, services and procedures are continuously reviewed, revised and enhanced and this may result in some changes between the time of application and the date a student commences study with the University. Where any changes may impact upon an applicant, the University will keep the applicant fully informed.

DECLARATION

☐ I hereby apply for a programme of study at the University of Stirling and I confirm that the information given is correct. I confirm that the documentation I supply with my application is genuine, and I understand that the University of Stirling will withdraw my application if any aspect of my application is found to have been falsified.

☐ I hereby accept that the University of Stirling will accept no liability for my tuition fees or living expenses in the event of my admission.

Applicant's Signature: ____________________________ Date: ____________________
REFERENCE FORM – WEB BASED ADVANCED UNIT DEMU9D2

To the applicant:

Please insert your name and the course for which you have applied in the box below and send this form to your referee requesting that it is completed and forwarded directly to the address below.

Please also sign the following waiver.

I hereby authorise the completion of this form. I waive my right of access to this information and understand that it will be used only for the purpose for which it was prepared.

Signed ________________________________

Applicant's name: ____________________________________________

Course applied for: ____________________________________________

To the referee:

Please complete the reference form overleaf to enable us to evaluate the candidate’s suitability for admission to the above course. You should note that whilst we shall not voluntarily divulge contents of your reference should the applicant request sight of it we are obliged to release it to them.

If possible your reference should cover details such as how long and in what capacity you have known the applicant; their suitability to the course to which they have applied and their career aspirations (if known); their character and personality and any health or personal matters which may be relevant.

Please return this form to: Course Support Team
DSDC, Iris Murdoch Building
University of Stirling
Stirling
FK9 4LA
Scotland
U.K
REFERENCE FORM

Applicant’s Name: ___________________________________________________

The University greatly appreciates the help of the referee’s report in the selection procedures for a new student, and we thank you in advance for your co-operation.

Signature of Referee ___________________________ Date ________________

Name (in capitals) ___________________________ E-mail _______________________

Position _________________________________

Professional Relationship to Applicant ________________________________

Address ___________________________________________________________________

Tel No ___________________________ Fax No _________________________________
INSTRUCTIONS FOR APPLICANTS

The application form should be completed by you in as much detail as possible. When completing the Additional Details section please refer to the enclosed notes for your guidance. Use BLOCK CAPITALS and black ink.

Once you have completed the form you should send it to:-

Course Support Team
DSDC, Iris Murdoch Building
University of Stirling, Stirling
FK9 4LA, Scotland
UK

Please forward the enclosed Reference Form to your nominated referee, preferably with a stamped addressed envelope addressed to the University. Please ensure that the referee knows the course to which you have applied. Your referee should if at all possible be your current employer.

CRIMINAL CONVICTIONS

To help the University reduce the risk of harm or injury to other students, you must declare all relevant criminal convictions. Relevant criminal convictions are only those convictions for offences against the person, whether of a violent or sexual nature, convictions 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 you should not reveal them (but please read below).

If you are applying for a course involving work with children or vulnerable adults. ALL criminal convictions are considered relevant – including spent sentences and cautions (including verbal cautions) and bind-over orders. If you are convicted of a relevant offence after you have applied, you must inform us immediately.

Applicants who enter X in the box will not automatically be excluded from the application process. However, the university may want to consider the application further or ask for more information before making a decision.

Courses in teaching, health, social work and nursing

For these courses, you must enter X in the box if any of the following statements apply to you.

- I have a criminal conviction.
- I have a spent criminal conviction.
- I have a caution (including a verbal caution).
- I have a bind-over order.
- I am serving a prison sentence.

If statement e. applies to you, you must also give the prison address as your postal address on page 1 of your application and a senior prison officer must support your application.

All other courses

For these courses, you must enter X in the box if either of the following statements apply to you.

- I have a relevant* criminal conviction that is not spent.
- I am serving a prison sentence for a relevant criminal conviction.

If statement b applies to you, you must also give the prison address as your postal address on page 1 of your application and a senior prison officer must support your application.

Convictions that are spent (as defined by the Rehabilitation of Offenders Act 1974) are not considered to be relevant and you should not reveal them.

If you are convicted of a relevant criminal offence after you have applied, you must tell us.
## Notes

<table>
<thead>
<tr>
<th><strong>ETHNICITY</strong></th>
<th>(We use this information to monitor application rates and equal opportunities only, not for admission purposes. It is confidential and protected from misuse)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Insert the applicable code on the application form</strong></td>
<td></td>
</tr>
</tbody>
</table>

### White
- British
- Irish
- White Scottish
- Irish Traveller
- Other White

### Asian or Asian British
- Indian
- Pakistani
- Bangladeshi
- Chinese
- Other Asian

### Black or Black British
- Caribbean
- African
- Black Other

### Mixed
- White/Black Caribbean
- White/Black African
- White & Asian
- Other Mixed Background

### Other Ethnic
- 80

### Info. Refused
- 98

## Occupational Background

If you are under 21, please give occupation of your parent, stepparent or guardian, spouse/partner who earns the most. If he or she is retired or unemployed, give their most recent occupation.

If you are over 21, please give your own occupation.

Please note that we use this information to monitor application rates and equal opportunities only, not for admissions purposes. It is confidential and protected from misuse.

## DISABILITY

If you have a disability, special needs (including dyslexia or another specific learning difficulty) or a medical condition, you must select the most appropriate code from the list below. If you do not have a disability, special needs or a medical condition, you must select code A.

Please say if you will need any facilities or support as a result of your disability or special needs in the Special Needs or Support section on the application form.

<table>
<thead>
<tr>
<th>A</th>
<th>No disability</th>
</tr>
</thead>
<tbody>
<tr>
<td>B</td>
<td>You have a social/communication impairment such as Asperger’s syndrome/other autistic spectrum disorder</td>
</tr>
<tr>
<td>C</td>
<td>You are blind or have a serious visual impairment uncorrected by glasses</td>
</tr>
<tr>
<td>D</td>
<td>You are deaf or have a serious hearing impairment</td>
</tr>
<tr>
<td>E</td>
<td>You have a long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy</td>
</tr>
<tr>
<td>F</td>
<td>You have a mental health condition, such as depression, schizophrenia or anxiety disorder</td>
</tr>
<tr>
<td>G</td>
<td>You have a specific learning difficulty such as dyslexia, dyspraxia or AD(H)D</td>
</tr>
<tr>
<td>H</td>
<td>You have physical impairment or mobility issues, such as difficulty using your arms or using a wheelchair or crutches</td>
</tr>
<tr>
<td>I</td>
<td>You have a disability, impairment or medical condition that is not listed</td>
</tr>
<tr>
<td>J</td>
<td>You have two or more impairments and/or disabling medical conditions</td>
</tr>
<tr>
<td>N</td>
<td>Not Known</td>
</tr>
<tr>
<td>T</td>
<td>Autistic disorder</td>
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