



**St David's**  
Coleg Catholig Dewi Sant  
Catholic Sixth Form College

## International Student Application Form September 2019 Entry

In order to process your application as quickly as possible you should ensure this form is fully completed and returned to Mr Lloyd at St David's Catholic Sixth Form College  
**internationalstudents@stdavidscollege.ac.uk or alloyd@stdavidscollege.ac.uk**

Ty Gwyn Road, Penylan, Cardiff, CF23 5QD  
☎ - 029 2049 8555  
🌐 - www.stdavidscollege.ac.uk  
✉ - enquiries@stdavidscollege.ac.uk

For office use only

Student Reference

Application Number

Please complete this form using black or blue pen only

Personal Information	
Surname:	
Forename(s):	
Preferred name:	
Gender: Male      Female      Other	Date of Birth: DD/MM/YYYY
Age on 1st September 2019:	
Previous School:	
Year Leaving: e.g. 2019	

Address Information	
Home Address:	
	Postcode:
Email Address:	
Tel No:	Mobile No:
Please state nationality on passport:	
Passport Number:	
Country currently living in:	
Do you have close relatives living in the UK? If so, please state their relationship to you below:	
If you have a close relative living in the UK, please provide their details below as guardian	

Next of Kin / Emergency Contact - This should be the name of a parent / guardian		
Title: Mr / Mrs / Miss / Ms	Initial:	Surname:
Relationship to Student:		
Home Address (if different from above):		
	Postcode:	
Email Address:		
Tel No:	Mobile No:	

First Language Spoken	
<input type="checkbox"/>	English
<input type="checkbox"/>	Welsh
<input type="checkbox"/>	Other _____

Preferred Language of Learning	
<input type="checkbox"/>	English
<input type="checkbox"/>	Welsh
<input type="checkbox"/>	Other _____

Accommodation requirements			
	Homestay		Private halls of residence (must be at least 18 years of age)
	With a relative		House / flat share (must be at least 18 years of age)

Religion			
	Anglican		Baptist
	Christian		Hindu
	Methodist		Muslim
	No Religion		Other_____

Ethnicity			
	Arab		Bangladeshi
	Caribbean		Chinese
	Pakistani		Mixed White & Asian
	Mixed White & Caribbean		Other Asian Background
	Other Mixed Background		Other Ethnic Background

Medical Information			
In case of emergency, we need to be aware of any medical condition or disability, or any learning support requirements you may have			
Please indicate in order of significance any medical / learning support issues you may have			
	Autistic spectrum disorder		Profound and multiple difficulties
	Emotional/behavioural/social difficulties		Speech, language and communication difficulties
	Hearing impairment		Physical/medical difficulties
	Visual impairment		Dyslexia
	Multiple sensory impairment		Dyscalculia
	General learning difficulties		Dyspraxia
	Moderate learning difficulties		Attention Deficit Hyperactivity Disorder
	Severe learning difficulties		Other - asthma, allergy etc
If any, please give details and attach any relevant documentation			

<p>Are you, or have you ever been in the care system?</p> <p>Yes      No</p>
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Additional Information	
How did you hear about the college? _____	

What are your reasons for choosing the college? (Please tick all that apply)					
	Cardiff as a location		Reputation for quality		Quality of prospectus
	Pastoral tutor support		Information from agent		University links
	Other_____				



# Declaration

## Introduction

To meet the requirements of the Data Protection Act 2018 and General Data Protection Regulation (GDPR), schools and colleges are required to issue a Privacy Notice to applicants summarising the information, why it is held, and the third parties to whom it may be passed. This Privacy Notice provides information about the collection and processing of personal data by St David's Catholic Sixth Form College (hereby referred to as St David's). Should you be successful in your application to the college, you will be required to sign a further Privacy Notice which will cover a wider scope of data.

## How your Data will be used

Your data will be used to facilitate the recruitment of students to St David's, to ensure that the college recruits suitable students for the next academic year.

## Where do we collect data from

We collect applicant data from the online application process, and during guidance / taster sessions. We may also collect data from:

- Other educational establishments
- Learner Registration Service
- Examination Boards

## What information do we collect

St David's only collects data as required to fill its recruitment process. The information we collect at application is as follows:

- Personal information (name, date of birth etc)
- Contact information (telephone / email / postal address)
- Legal Parent / Guardian information
- A form of identification
- First Language spoken
- Assessment / educational information
- Studentship information
- Personal preferences and interests
- Immigration status / right to study in the UK

As well as the above, St David's records the following special category data:

- Religion
- Information on any additional learning needs
- Information about the involvement of social services with individual children and young people where this is needed for the care of the learner
- Medical information needed to keep children and young people safe while in the care of St David's
- Information provided to college safeguarding and wellbeing officers, needed to keep children and young people safe whilst in the care of St David's

You are under no statutory or contractual obligation to provide data to St David's during the application process. However, if you do not provide the information, we will not be able to process your application.

## Legal Basis

St David's collects and processes the data above on the basis of legitimate interest. On the same basis, the college will occasionally contact you to inform you of the progress of your application, and other opportunities available to you.

## Organisations with which we may share personal information

The college will not share your information with any 3<sup>rd</sup> parties. Applicants to courses offered by our partner institutions will not have any data shared until enrolment onto said courses.

## Security

St David's places a high value on the importance of information security and have a number of procedures in place to minimise the possibility of a compromise in data security. We will endeavour to ensure that information is kept accurate at all times and processed in accordance with our legal requirements.

## Retention Schedule

If your application to the college is unsuccessful, your data will be deleted at the end of the following academic year's application cycle. This will assist your application, should you apply in the next academic year.

## Your rights

The GDPR and Data Protection laws give individuals certain rights in respect of personal information held about them by any organisation. These rights include:

- The right to ask for and receive copies of the personal information held about you, although some information can sometimes be withheld
- To rectify inaccuracies in the personal data that we hold about you
- To be forgotten – your details to be removed from systems that we use to process your personal data (in certain circumstances)
- The right, in some circumstances, to prevent the processing of personal information if doing so will cause damage or distress
- To obtain a copy of your personal data in a commonly used electronic format
- To object to certain processing of your personal data by us

You also have the right to ask the Information Commissioner, who enforces and oversees the Data Protection Act, to assess whether or not the processing of personal information is likely to comply with the provisions of our legislative responsibilities.

## Seeking Further Information

For further information about the personal information collected and its use, if you have concerns about the accuracy of personal information, or wish to exercise your rights under the Data Protection Act 2018 and General Data Protection Regulation, you should contact: St David's Catholic Sixth Form College email: [dataprotection@stdavidscollege.ac.uk](mailto:dataprotection@stdavidscollege.ac.uk) or The Information Commissioner's Office help line 029 2067 8400 (Wales helpline) or 0303 123 1113 (UK helpline) \* information is also available from [www.ico.gov.uk](http://www.ico.gov.uk)

**Please sign below to confirm you have read and understood the privacy statement. We will be unable to process your application without your signature.**

Signed:

Date: