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| **GUIDANCE ON COMPLETING THIS FORM**   * All sections of this form need to be completed. * Please send this application form back as a **WORD** document. **We cannot  accept PDFs**. * This information will be treated as confidential and will not be disclosed without  your permission. We are required under the Data Protection Act 1999 to inform  you that some data you have supplied will be held on computer or paper-based files. |

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| Please email the completed form to [**citysa@cityofglasgowcollege.ac.uk**](mailto:citysa@cityofglasgowcollege.ac.uk) no later than 5pm on 14th January.  If you have any questions, please call the Students’ Association on 0141 375 5322 or e-mail the address above. |

**PERSONAL DETAILS**

|  |  |
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| **First Name:** |  |
| **Surname:** |  |
| **Position applying for:** |  |
| **Student number:** |  |
| **Do you require any special provisions regarding your application for the above role?** | |
| Yes  No  If ‘Yes’, please give details: | |
| |  | | --- | | **Please use the space below to tell us what skills, qualities and experience you will bring to this post, should you be successful:** | |  | | |

**EQUAL OPPORTUNITIES MONITORING**

|  |  |
| --- | --- |
| **Which of the following best describes your gender?** | |
| Male  Female  Other  Prefer not to say | |
| **Does the gender you live in match the gender you were assigned at birth?** | |
| Yes  No  Prefer not to say | |
| **Marital status** | |
| Married  Civil Partner  Partner  Single  Prefer not to say | |
| **Age band** | |
| Under 18  18–29  30–39  40–49  50–59  60–65  Over 65  Prefer not to say | |
| **How do you define your sexual orientation?** | |
| Lesbian/Gay  Bisexual  Straight/Heterosexual  Other  Prefer not to say | |
| **Do you consider yourself to have a disability?** | |
| Yes  No | |
| **If ’Yes’, broadly what is your impairment or condition?** | |
| Physical  Sensory  Mental health  Specific learning difficulty/disability  Long-term health condition  Other  Prefer not to say | |
| **Race/nationality/ethnic origin:** | |
| White | English  Scottish  Welsh  Irish  British  Other |
| Mixed | White and Black Caribbean  White and Black African  White and Black British  White and Asian  Other mixed background |
| Asian | Indian  Pakistani  Bangladeshi  British  Other Asian background |
| Black | Caribbean  African  British  Other black background |
| Chinese | Please specify |
| Other ethnic group | Please specify |
| Prefer not to say |  |
| **Religion:** | |
| Christian  Jewish  Sikh  Muslim  Hindu  Buddhist  Rastafarian  None  Other religion  Prefer not to say | |

For the purposes of compliance with the Data Protection Act 1998, I hereby confirm that by completing this form I give my consent to the Company processing the data supplied on this form for the purpose of equal opportunities monitoring.

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| Signed: | Date: |

**SUITABILITY CHECK**

Students will be assessed on an individual basis to determine their suitability for a role.

REFERENCE

We recommend that your reference is from a college member of staff.

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| **Name of Referee** |  |
| **Referee Job Title** |  |
| **Referee email address** |  |

DISCIPLINARY

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| **Do you have a disciplinary record with the College?** | Yes  No |

RELEVANT CRIMINAL CONVICTIONS

You must disclose all unspent relevant criminal convictions. ‘Relevant criminal convictions’ include one or more of the following:

* Any kind of violence including (but not limited to) threatening behaviour, offences concerning the intention to harm or offences which resulted in actual bodily harm;
* Offences listed in the Sex Offences Act 2003;
* The unlawful supply of controlled drugs or substances where the conviction concerns commercial drug dealing or trafficking;
* Offences involving firearms, knives, etc;
* Offences involving arson, and/or;
* Offences listed in the Terrorism Act 2006.

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| **Do you have any 'relevant' unspent criminal convictions?** | Yes  No |

**DECLARATION**

I declare that the details on this application are correct to the best of my knowledge and belief.   
I understand that withholding relevant information or giving false information may result in my application being rejected or that I may be dismissed if I have already been appointed.

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| Signed: | Date: |