It is a University requirement for students to enrol for each period of study. Once your booking form has been processed you will be able to use e:vision to view and change information on your student record.

Please ensure that you have entered **ALL** the information required on this form. The information that we ask for covers the minimum statutory requirements and we will have to come back to you if there is missing information. Please use BLOCK CAPITALS.

Please ensure any telephone numbers begin with a 0 (zero) and do not contain any characters other than numbers.

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| **University Identification** |
| **Student Number (if known)**Click or tap here to enter text. | **University username and email (if known)**Click or tap here to enter text.*e.g. xxx###@york.ac.uk* |
| **Your Data** |
| The University collects and retains certain types of data in order to fulfil its functions as an education provider, provide information for statutory returns and offer support to its students. As part of enrolment, you will be asked to either confirm existing data which you provided as part of your application or update information via questions in the task. All information will be held securely and managed in accordance with the General Data Protection Regulation (GDPR) and Data Protection Act (DPA) 2018. For more information, please see the [Student Privacy Notice](https://www.york.ac.uk/records-management/dp/your-info/students/), [The Higher Education Statistics Agency (HESA)](https://www.hesa.ac.uk/) is the official Government agency for the collection, analysis and dissemination of quantitative information about higher education in the UK. The University of York has a statutory duty to pass certain personal data on current and former students to HESA. For more information, please see the [Student Collection Notices](https://www.york.ac.uk/records-management/dp/your-info/hesa-students/)  |

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| **Your Personal Details**  |
| **Title**Click or tap here to enter text. | **Name** *(First name)* Click or tap here to enter text. *(Family name)* Click or tap here to enter text. |
| **Official Name** Click or tap here to enter text.*This should be your full legal name (including all given names).* *It is important this is correct as it will appear on your certificate and transcript.* |
| **Date of Birth**Click or tap to enter a date. | **Legal Sex**  *(please indicate)*

|  |  |  |
| --- | --- | --- |
| [ ]  Male | [ ]  Female | [ ]  Other |

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| **Your Programme** |
| **Module name**Click or tap here to enter text. | **Intended qualification**PCOMMOD |
| **Mode of Attendance**PTYI01 | **Year of Programme**N/A |
| **Start date**Click or tap to enter a date. | **Expected completion date**Click or tap to enter a date. |
| **Domicile and Nationality** |
| **Domicile** Click or tap here to enter text.*This is the country of your main, permanent residence or where you live outside of term time.*  *If you live in the United Kingdom please indicate England, Scotland, Wales or Northern Ireland.* | **Nationality**Click or tap here to enter text.*This is your legal and primary nationality.* *If you have dual nationality please provide both* |
| **Your Addresses**  |
| **Home Address** *(Please tell us where your permanent address is when you are not studying at the University of York. This should be within the country of domicile indicated above )* |
| Click or tap here to enter text. |
| Click or tap here to enter text. |
| Click or tap here to enter text. |
| **Postcode** *(zip code/area code)* Click or tap here to enter text. |
| **Country** Click or tap here to enter text. | **Telephone** Click or tap here to enter text. |
| **Home email address** Click or tap here to enter text. | **Mobile Number** Click or tap here to enter text. |
| [x]  *If your term time address is the same as your home address please tick here.*  |
| **Company or organisation name**Click or tap here to enter text. |
| **Company address** Click or tap here to enter text. |
| Click or tap here to enter text. |
| Click or tap here to enter text. |
| **Postcode** Click or tap here to enter text. | **Telephone** Click or tap here to enter text. |
| **Work email address** Click or tap here to enter text. |

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| **Your Addresses** (continued) |
| **First emergency contact***(required)* Click or tap here to enter text. |
| **Name** Click or tap here to enter text. | **Telephone** Click or tap here to enter text. |
| **Address** Click or tap here to enter text. |
| Click or tap here to enter text. |
| Click or tap here to enter text. |
| **Post code** Click or tap here to enter text. | **Email** Click or tap here to enter text. |
| **Second emergency contact** (optional)  |
| **Name** Click or tap here to enter text. | **Telephone** Click or tap here to enter text. |
| **Address** Click or tap here to enter text. |
| Click or tap here to enter text. |
| Click or tap here to enter text. |
| **Post code** Click or tap here to enter text. | **Email** Click or tap here to enter text. |

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| **Previous Study** |
| **The Level of your Highest Qualification**

|  |  |  |
| --- | --- | --- |
| **Was your previous study within the UK?** *(please indicate)* | YES [ ]  | NO [ ]  |

If your study was within the UK, from the table below, please circle the level of your highest qualification to date (the highest number). This should be:* A qualification you have completed.
* Not a qualification that you are about to start or haven't yet completed.

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| **Qualification Level** |
|[ ]  **0**  | No formal qualifications. |
|[ ]  **1**  | GCSEs grade D-G, NVQ Level 1, SVQ Level 1, Level 1 Certificate, Level 1 Diploma or equivalent qualification. |
|[ ]  **2**  | GCSEs grade A\*-C, NVQ Level 2, SVQ Level 2, Level 2 Certificate, Level 2 Diploma or equivalent qualification |
|[ ]  **3**  | A Levels, Scottish Higher and Advanced Higher, Access to Higher Education Course, NVQ Level 3, SVQ Level 3, Level 3 Certificate, Level 3 Diploma, International Baccalaureate, or equivalent qualification. |
|[ ]  **4**  | Certificate of Higher Education (Cert HE, CHE), Higher National Certificate (HNC), NVQ Level 4, SVQ Level 4, Level 4 Certificate, Level 4 Diploma or equivalent qualification. |
|[ ]  **5**  | Ordinary Bachelor's degrees, Foundation degrees (e.g. FdA, FdSc, FdEng, FDA, FDS), Diplomas of Higher Education (DipHE), Higher National Diploma (HND) and other higher diplomas, Level 5 Diploma, Level 5 Certificate or equivalent qualification. |
|[ ]  **6**  | Bachelor's degrees with honours (BA, BSc, BEng, BEd, BPharm, BMus), PGCE, Graduate Diploma, Graduate Certificate, Level 6 Diploma, Level 6 Certificate, or equivalent qualification. Please note: This includes undergraduate first degrees in medicine, dentistry or veterinary science and MPharm. |
|[ ]  **7a**  | Integrated Masters qualifications: MChem, MEng, MMath, MPhys, etc. (but <i>not</i> MPharm), or equivalent qualification |
|[ ]  **7b**  | Postgraduate Certificate (PGCert), NVQ Level 5, SVQ Level 5, Advanced Professional Certificate – Level 7, or equivalent qualification. |
|[ ]  **7c**  | Postgraduate Diploma (PGDip), Level 7 Diploma, or equivalent qualification |
|[ ]  **7d**  | Postgraduate Masters qualifications including: MPhil, MSc, MA, MBA, MPA, MRes, MLitt, or equivalent qualification. |
|[ ]  **8**  | Doctorate qualifications: Doctor of Philosophy (DPhil, PhD), Doctor of Medicine (MD), Doctor of Music (DMu), Doctor of Science (DSc) or equivalent qualification. |

If your highest qualification was awarded by an institution outside of the UK please provide further details below, and include the following:* Qualification title
* Awarding institution and country
* Date qualification was awarded

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| * Click or tap here to enter text.
* Click or tap here to enter text.
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If your highest qualification is a recognised professional qualification please provide further details below, and include the following:* Qualification title
* Awarding institution
* Date qualification was awarded

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| * Click or tap here to enter text.
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| **Your Data** |
| The University is committed to providing equality of opportunity for all students and to improving the experience of students from different backgrounds. To do this we need to know more about our student population. We need to collect certain information from you in order to:* Better understand your different needs
* Provide the best possible service to students with particular requirements
* Monitor the educational experience of students from different groups
* Ensure our policies and practices are fair and inclusive
* Meet the University’s statutory reporting requirements

This information is used to:* Inform the development of services which meet the needs of our students
* Monitor the University’s progress on equality through statistical analysis of the information you provide

The University has to comply with strict laws about how the information you provide is used and stored. The University is bound by the Data Protection Act. You will be asked to agree to the University’s [Data Protection statement](http://www.york.ac.uk/records-management/dp/your-info/students/) as part of this enrolment form.  |
| **Special Category Data**  |
| The University is committed to providing equality of opportunity for all students and to improving the experience of students from different backgrounds. To do this we need to know more about our student population.We need to collect certain information from you in order to:* Better understand your different needs
* Provide the best possible service to students with particular requirements
* Monitor the educational experience of students from different groups
* Ensure our policies and practices are fair and inclusive
* Meet the University’s statutory reporting requirements

This information is used to:* Inform the development of services which meet the needs of our students
* Monitor the University’s progress on equality through statistical analysis of the information you provide

The University is bound by the General Data Protection Regulation and Data Protection Act 2018. For further information on how your data will be used, stored and shared please see Privacy Notice for Students You do not have to provide this information: there is an "Information Refused/ Prefer not to Say" option for all the mandatory questions.The categories listed are not set by the University; they are set by funding bodies. |

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| **Special Category Data** (continued) |
| **Ethnic Origin** *(please indicate; the origins are in alphabetical order)*

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| --- | --- | --- | --- |
|[ ]  **50** | Arab |[ ]  **43** | Mixed - White and Asian |
|[ ]  **33** | Asian or Asian British - Bangladeshi |[ ]  **42** | Mixed - White and Black African |
|[ ]  **31** | Asian or Asian British - Indian |[ ]  **41** | Mixed - White and Black Caribbean |
|[ ]  **32** | Asian or Asian British - Pakistani |[ ]  **39** | Other Asian background |
|[ ]  **22** | Black or Black British - African |[ ]  **29** | Other Black background |
|[ ]  **21** | Black or Black British - Caribbean |[ ]  **80** | Other Ethnic background |
|[ ]  **34** | Chinese |[ ]  **49** | Other Mixed background |
|[ ]  **15** | Gypsy or Traveller |[ ]  **10** | White |
|[ ]  **98** | Information refused/prefer not to say |

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| **Religion** *(please indicate)*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|[ ]  01 | No religion |[ ]  02 | Buddhist |[ ]  03 | Christian |
|[ ]  10 | Hindu |[ ]  11 | Jewish |[ ]  12 | Muslim |
|[ ]  13 | Sikh |[ ]  14 | Spiritual |[ ]  80 | Any other religion or belief |
|[ ]  98 | Prefer not to say/Information refused |

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| **Sexual Orientation** *(please indicate)*

|  |  |  |  |
| --- | --- | --- | --- |
|[ ]  **01** | Bisexual |[ ]  **04** | Heterosexual |
|[ ]  **02** | Gay man |[ ]  **05** | Queer/Asexual/Other |
|[ ]  **03** | Gay woman/lesbian |[ ]  **98** | Information refused/prefer not to say |

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| **Special Category Data** (continued) |
| **Disability** *(please circle)*

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| --- | --- | --- | --- |
|[ ]  A | No known disability |[ ]  G | Learning difficulty such as dyslexia, AD(H)D |
|[ ]  B | Asperger's syndrome / other autistic spectrum |[ ]  G1 | Dyspraxia |
|[ ]  C | Blind / visual impairment |[ ]  H | Wheelchair user / mobility difficulties |
|[ ]  D | Deaf / hearing impairment |[ ]  I | Other disability |
|[ ]  E | A long standing illness or medical condition |[ ]  I1 | Personal Care Support |
|[ ]  F | A Mental health condition |[ ]  J | Multiple disabilities |

**Disability Students’ Allowance (DSA) funded by the Student Loans Company (SLC) or Student Awards Agency Scotland (SAAS) if applicable***(please circle)**If you do not have a disability you should leave the following question blank; this question is only applicable if you have a disability.* *If you have an application for Disabled Students’ Allowance which is pending you should select “I have a disability as specified above and am NOT in receipt of Disabled Students Allowance”.*

|  |  |  |  |
| --- | --- | --- | --- |
|[ ]  4 | I have a disability as specified above and am in receipt of Disabled Students’ Allowance |[ ]  5 | I have a disability as specified above and am NOT in receipt of Disabled Students’ Allowance |

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| **Student Support** |
| The following section helps us identify and tailor our services to offer support to certain groups of students. Your response will be used by Student Support to inform you (by email) of specific advice and initiatives which may be of interest. For example, we may be able to offer a bursary to eligible students who have spent time in care.. You can opt out of receiving these emails at any time by responding to the email and indicating that you wish to be unsubscribed from any future correspondence. |
| **Students with dependants** *For the purposes of this question a dependant is a person who is a young person or child, a spouse (i.e. your husband, wife or civil partner), partner, family member or other person who is primarily dependent on you for financial and other support.* |

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| **Student Support** (continued) |
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| **Do you have any dependants ?** *(please indicate)* |[ ]  YES |[ ]  NO |
| **Type of dependants** *(please circle all that apply)* |
| 01 |[ ]  Young person or child |
| 02 |[ ]  Other relative |
| 04 |[ ]  Both young person or child and other relative |
| 05 |[ ]  Spouse or partner |
| 06 |[ ]  Both spouse or partner and young person or child |
| 07 |[ ]  Both spouse or partner and other relative |
| 08 |[ ]  Spouse or partner, young person or child and other relative |
| 09 |[ ]  Other type(s) of dependant(s) not specified above  |
| **Are any of your dependants under the age of 16?** *(please circle)* |[ ]  YES |[ ]  NO |

**Students with caring responsibilities** *If you are caring for a family member or relative, please answer the following question.* *You may find useful information and support at the following webpage https://www.york.ac.uk/students/support/carers/*

|  |  |  |
| --- | --- | --- |
| **Do you currently care for a family member or relative who needs support due to an illness, disability, mental health condition or an addiction?** *(please indicate)* |[ ]  YES |[ ]  NO |

 |
| **Students who have spent time in care** For the purpose of this question, spending time in care means that you were provided with accommodation by a local authority (for example, in foster care, kinship care, a residential school, secure unit or children's home), either on a voluntary basis or by means of a legal process for more than 3 months.You may find useful information and support at the following webpage <https://www.york.ac.uk/students/support/care-leavers/>

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| --- | --- | --- |
| **Have you spent time in care?** *(please circle)* |[ ]  YES |[ ]  NO |
| Prior to, and including your 16th birthday, did you spend more than 3 months in care, and not under the legal care of your parents? *(please circle)* |[ ]  YES |[ ]  NO |
| Since the age of 16, have you spent more than 3 months in care? *(please circle)* |[ ]  YES |[ ]  NO |

**First generation in family to go to University**

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| **Do any of your parents (including natural 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?** (*please indicate)* |
|[ ]  **1** | Yes |
|[ ]  **2** |  No |
|[ ]  **8** |  Don’t know |
|[ ]  **9** |  Information Refused |

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| **Completing Enrolment** |
| Please read and agree with the statements in the **‘Confirmation and Signature’** section below by ticking each box, and then sign and date the form. Please note your enrolment CANNOT be completed if you do not:1. Confirm that the data you have provided during this process is complete and accurate to the best of your knowledge,
2. Agree to abide by the University's Ordinances & Regulations,
3. Agree to abide by the Library Regulations,
4. Confirm you have read and understood the Student Privacy Notice.

Please follow the web-pages links if you require further information or for specific queries on the above please contact the following: University's Ordinances & Regulations - Student Services (student-records@york.ac.uk)Library Regulations - University Library and Archives (lib-enquiry@york.ac.uk)Data Protection - Data Protection Officer (dataprotection@york.ac.uk) |
| **Confirmation and Signature** |
| [ ]  I have provided all of the information required on this form[ ]  I have checked through the form and made any changes required[ ]  I have provided full address information (including postcode) for 2020/1[ ]  University card - I will upload my photograph online at <https://evision.york.ac.uk> when my access is confirmed (new entrants only)[ ]  I confirm that the information given on this form is correct to the best of my knowledge[ ]  I undertake to comply with the requirements of the University’s Ordinances and Regulations a copy of which is available online <http://www.york.ac.uk/about/organisation/governance/governance-documents/ordinances-and-regulations/>. On arrival at the University you may request a hard copy of these regulations[ ]  I undertake to comply with the requirements of the University Library regulations a copy of which is available online <http://www.york.ac.uk/library/contact/regulations/> a copy of which is available online[ ]  I confirm that I have read and understood the Student Privacy Notice a copy of which is available online [www.york.ac.uk/records-management/dp/your-info/students/](http://www.york.ac.uk/records-management/dp/your-info/students/)**SIGNATURE** (print) **…………………………………………………. DATE ……....………..**  |