



Application Form

BA (Hons) Sustainable Futures: Arts, Ecology and Systems Change

Personal Details

Title:	Full name:		
Address for correspondence:			
Home address (if different from above):			
Telephone number:		Email address:	
Date of birth:	Gender Identity:	Nationality:	
Country of permanent residence:		Since (date):	

Pathways

Please indicate which of the pathways you are interested in following. You are not committing yourself at this stage, and you can indicate both if you prefer. For more info on pathways, see our website detailed below.

- Agroecology for Food System Transformation**
- Sociotechnical Systems for Future Generations**
- Creative Practices for Future Generations**

Secondary Education/FE/HE

Name of school(s)/college(s)	From (mm/yyyy)	To (mm/yyyy)	Full-time or part-time

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Please note: there are no formal entry requirements for the BMC Degree. Please fill in any relevant qualifications below or leave this section blank if it is not applicable.

Qualifications or Courses Completed				
Date	Awarding body	Subject/unit/module	Level	Result

Qualifications Pending

Date	Awarding body	Subject/unit/module	Level	Result

Please give details of your current or most recent employer and any previous employment experience that you feel is relevant to your application.

Employment Details

Names and addresses of recent employers	Nature of work	From (mm/yyyy)	To (mm/yyyy)	Full-time or Part-time

Name and Address of Referee

Your application must be accompanied by a reference, and you are advised to select a responsible person with recent knowledge of you to provide it. This may be someone who has taught you and has knowledge of your academic work. If this is not possible, examples of an appropriate referee would be: an employer; training officer; adult guidance officer; or a colleague with whom you have worked in an employment or voluntary context. References provided by relatives are not acceptable.

*You should give the reference form (enclosed) to the person who has agreed to act as your referee. **It is your responsibility to obtain your reference and forward it with your application.** If your reference is not attached to this application, either because the referee wishes to send the reference separately, or because there is a delay in obtaining it, **you are welcome to submit your application form with a covering note to confirm that the reference will follow separately.** Decisions on applications which are not accompanied by a reference will be delayed.*

Please enter the name and address of your referee:

In your personal statement, you may wish to comment on: your experiences of study in the past (whether positive or negative); your reasons for wanting to return to study now; why you wish to study with Black Mountains College and on this Degree; what you would like to achieve by the end of the course; your hobbies and interests

Personal Statement

Criminal Convictions

Please read the help text. You should tick the box only if you have a relevant criminal conviction that is not spent.

If you have a relevant criminal conviction that is unspent, please tick the box;
otherwise leave it blank. If you tick the box you will not be automatically excluded from the application process.

This question requires you to disclose whether you have a criminal conviction which is deemed both relevant and unspent. Universities and colleges need this information to help them reduce the risk of harm or injury to their students and staff. Please read the following carefully to help you in answering this question.

Do I need to tick the box?
*There are two elements to the question we ask; if you answer **Yes** to both these elements, you will need to tick the box.*

- 1. Is the conviction for a 'relevant' offence?*
- 2. Is the conviction unspent?*

No decision will be made on the basis of a ticked box at this stage. This information will be held securely and shared only with those institutions that you apply to.

Is the conviction for a 'relevant' offence?
This is the first element to the question we ask. Relevant offences 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.*
- Sexual offences, including those listed in the Sexual Offences Act 2003.*
- The unlawful supply of controlled drugs or substances where the conviction concerns commercial drug dealing or trafficking (drug offences only involving possession are not relevant offences).*
- Offences involving firearms.*
- Offences involving arson.*
- Offences involving terrorism.*

If you were convicted outside the United Kingdom for an offence listed above, this is also considered a relevant offence. For the purposes of this question, cautions, reprimands and final warnings are considered as convictions. Penalty notices for disorder (PNDs), anti-social behaviour orders (ASBOs) or other orders are not convictions, unless you have contested a PND or breached the terms of an ASBO or other order and this has resulted in a criminal conviction.

If your answer is 'No' to this question because you don't have a relevant conviction, then you should not tick the box.

You don't need to consider whether your conviction is unspent because it is not relevant and should not be disclosed in answer to this question.

If your answer is 'Yes' to this question, because you have a relevant conviction, you must then go on to consider whether the conviction is unspent (see below).

Is the conviction 'unspent'?

You should only consider this question if you have a relevant conviction (see above), i.e. answered 'Yes' to the previous question.

A criminal conviction can become 'spent' after a period of time. The length of time it takes to become spent is defined by the Rehabilitation of Offenders Act 1974 and depends on the sentence or disposal made by the court following the conviction. Until that period has passed, the conviction is considered 'unspent' and you must tick the box.

Further convictions can impact when other convictions become spent. Sentences of over four years in prison cannot become spent.

Most cautions, reprimands and final warnings become spent immediately, so will not normally be 'unspent'.

For more information on offences and rehabilitation periods, visit

www.gov.uk/government/uploads/system/uploads/attachment_data/file/286421/rehabilitation-of-offenders-guidance.pdf

You can work out whether your conviction is spent by using an online tool – visit www.disclosurecalculator.org.uk This only covers convictions made in England and Wales and is maintained by the charity, Unlock. UCAS and Unlock cannot guarantee the tool's accuracy or completeness. Neither charity assumes responsibility or accepts liability for any damage or loss which may arise as a result of your reliance on it.

If you were convicted outside the United Kingdom, you will need to follow the same process above. If your conviction would be considered unspent under the Rehabilitation of Offenders Act 1974, you must tick the box.

Convictions that are spent do not need to be disclosed, it's only when you have one or more unspent convictions that you must tick the box.

How will the university or college handle my application if I tick the box?

If you tick the box, you will not be automatically excluded from the application process.

The information concerning criminal convictions will be passed to appointed persons at the university or college. In line with good admissions practice (such as that created by Supporting Professionalism in Admissions (SPA)), they will consider your criminal conviction separately from the rest of your application. During this consideration, they may ask you to provide further information about your conviction. If they are satisfied, your application will proceed in the normal way although they may add certain conditions to any offer they may make. Otherwise they will notify you of their decision.

It is important to note that a failure to declare a relevant unspent criminal conviction is taken very seriously, and could result in expulsion from your university or college. You should therefore seek advice before answering this question if you are unsure how to answer it.

All information concerning criminal convictions will be treated sensitively, confidentially and managed in accordance with the Data Protection Act 1998. You may find further details about how a criminal conviction declaration is handled (including the right to appeal a decision) at the university or college website.

What if I receive a relevant criminal conviction after I have applied?

If you are convicted of a relevant criminal offence after you have applied, you must tell us and any university or college that you have applied to, or may apply to, during the application cycle. Do not send details of the offence; simply tell us and the universities and colleges that you now have a relevant criminal conviction. The universities and colleges may then ask you for more details.

When might I need to disclose a spent conviction or caution?

If you apply for certain courses, you will be required to disclose whether you have any spent convictions, in addition to this question about relevant unspent convictions. If this applies, you will be asked an additional question each time you choose a relevant course. Please see the entry requirements for your course choices to see if this requirement applies to you.

Please note that, in this situation, you should not declare convictions, cautions, warnings or reprimands which are deemed 'protected' under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (as amended in 2013). A conviction or caution can become 'protected' as a result of a filtering process. Guidance and criteria on the filtering of convictions and cautions can be found on the DBS website.

Further information on filtering can be found at: www.gov.uk/government/collections/dbs-filtering-guidance

Nominated Access

You can choose to nominate someone, e.g., parent/guardian/adviser, who can discuss your application with us and the universities if you are unavailable.

Full name of nominee:

Relationship to you:

Nominated access If you are likely to be away at any time during the application period, for example on a gap year, you may wish to nominate someone who can make decisions on your behalf and discuss your application with us and the universities, e.g. a parent, other relative or guardian. If you are using an agent, you can choose to enter their details.

If you choose to nominate a tutor or adviser at a school, college or other organisation, remember that they may be on holiday at the same time as you, so they may not be the most appropriate choice.

If you decide to nominate someone you should remember that, subject to security checks, they will be able to:

- talk to our contact centre advisers about all aspects of your application, except your log in details
- request a copy of this information by requesting a data protection report from UCAS
- see all your details if they look at your application online.

Please enter their full name(s) and their relationship to you, in the boxes provided. If you would like to nominate two people, enter both names above.

Please also remember to amend your postal and email addresses where necessary so that your nominee can receive any correspondence from us or from your chosen universities and colleges.

Disability Information

Black Mountains College welcomes students with disabilities and will try to meet your needs wherever possible. The information you give here will help us do this.

Do you have a disability?

- a) No disability
- b) Deaf/partial hearing
- b) Learning difficulty
- c) Asperger's syndrome/other autistic spectrum disorder
- d) Longstanding illness
- e) Wheelchair/mobility
- f) Not known
- g) Blind/partial sight
- h) Mental health
- i) Other disability
- j) Two or more impairments and/or disabling medical conditions

If you feel you may have a disability, special needs or a medical condition that has not yet been medically diagnosed you should select the disability option, and give further details of the circumstances in the free text box underneath.

If you do not have a disability, special needs or a medical condition, select No disability.

If you are concerned about disclosing your disability in your application, don't be. Generally, early disclosure will help support to be put in place for you.

Please give details of your disability here:

Do you have access or support requirements (e.g., level access, induction loop, interpreter, information in large print or alternative formats)?

Yes

No

If yes, please give details of any support required (we will contact you to discuss your requirements):

To help us to prepare for you, please explain here if you will need any facilities or support as a result of your disability or special needs. This might include adapted accommodation, extra equipment, readers or interpreters or extra time to complete your course. If you do not know what facilities or support you need, please contact us at study@blackmountainscollege.uk. You could also visit to make sure you are happy with the facilities. We may also ask you for more details to help plan for you.

You may be able to get extra financial support or help with care. If your fee code is 02 or 05 you may be eligible for support from Disabled Students' Allowances (DSAs) For more information contact Student Finance England if you live in England, Student Finance Wales if you live in Wales, SAAS if you live in Scotland, and Student Finance NI if you live in Northern Ireland.

Have you been in care?

Yes

No

If you have spent any time living in public care as a looked after child, including:

- in local authority care and living with foster carers or in a children's home*
- being 'looked after' at home under a home supervision order in Scotland*

please select Yes from the drop-down list. If you have not spent time in care, please select No. Please note this does not refer to time spent working in a care or healthcare setting or if you are or have been a carer for a relative.

If you select Yes BMC will treat this information in confidence. We may use this information to ensure you receive all the resources and support you may be entitled to. We may contact you to inform you of this support and to discuss whether you want to access it.

The only people who are made aware of this declaration are those who are in a position to provide additional support or guidance that may be of benefit to you. The information may also be used for monitoring purposes that often seek to inform and improve support for students who have been looked after. The information is kept in accordance with the Data Protection Act and your permission will be sought before the information is passed on to anyone else.

Students previously looked after may also have access to pre-entry support, for example with the admissions process and events helping you in the transition to higher education, as well as priority access to all year-round accommodation and welfare services.

If you answered 'yes', please indicate the total duration you spent in care:

Declaration

I confirm that the information given in this form is true, complete and accurate, and that no information requested or other material information has been omitted. I consent to the processing of my data by Black Mountains College for the purpose of dealing with this application.

Applicant's signature:

Date:

All decisions by the College are taken in good faith on the basis of the statements made on your application form. If the College discovers that you have made a false statement or have omitted significant information from your application form, for example regarding examination results, it may withdraw or amend its offer, or terminate your registration, according to circumstances.

When completed, please return this form, accompanied by your reference, to the address at the bottom of the page. Alternatively, you can email your application to study@blackmountainscollege.uk, in which case please type your name instead of providing your signature above.

Checklist

Before you return your application form, please make sure that you have:

- Completed all sections of the application form, including the personal statement, and signed the declaration
- Enclosed a completed reference, or sent the reference form to your referee

Reference for Applicant

BA (hons) Sustainable Futures: Arts, Ecology and Systems Change

SECTION A

Reference for _____ who has applied to Black Mountains College for admission to the BA (hons) Sustainable Futures: Arts, Ecology and Systems Change. For further information about this course please see the website address at the bottom of the page.

Name of referee:

Address:

Position held:

It is the applicant's responsibility to obtain a reference and forward it with his/her application. If you are sending a reference separately from the application, or if there is a delay in providing it, please inform the applicant so that he/she can submit the application form with a covering note to confirm that the reference will follow separately.

SECTION B

Please enter your reference in the box provided on the next page or attach a separate sheet (making sure you sign any attachments). There is no set format for this but selectors find it helpful if the following information about the applicant is included:

- Academic achievement or potential;
- Suitability for the course(s)/subject(s) applied for;
- Personal qualities, such as motivation, powers of analysis, communication skills, independence of thought;
- If English is not the applicant's first language, the standard of written and spoken English;
- How long you have known the applicant and in what capacity (academic/professional and/or personal).

SECTION B (continued)

Signature of referee:

Date:

Annex 2

Equality Monitoring Data (OPTIONAL)

Information from this page is not used for selection purposes, but is used by the College in order to monitor our equality policies and provide support. This information will not influence any decision in respect of your application.

Report Fields

How would you describe your ethnic origin?

- | | | |
|--|--|---|
| <input type="checkbox"/> White | <input type="checkbox"/> Asian Bangladeshi | <input type="checkbox"/> Mixed: White and Asian |
| <input type="checkbox"/> Black African | <input type="checkbox"/> Asian Chinese | <input type="checkbox"/> Mixed: White and Black African |
| <input type="checkbox"/> Black Caribbean | <input type="checkbox"/> Asian Indian | <input type="checkbox"/> Mixed: White and Black Caribbean |
| <input type="checkbox"/> Black Other | <input type="checkbox"/> Asian Pakistani | <input type="checkbox"/> Mixed: Other mixed background |
| <input type="checkbox"/> Other ethnic background | <input type="checkbox"/> Asian Other | <input type="checkbox"/> Prefer not to say |

Country of birth:

If you are 21 or over, please state your current or most recent occupation:

If you are under 21, please state the occupation of the highest-earning member of your household (if she or he is retired or unemployed give their most recent job title):

If you prefer not to give this information, please enter I prefer not to say.

Have any of your parents (including adoptive parents, stepparents or legal guardians if appropriate) completed any higher-education qualifications, such as a degree, or a diploma or certificate of higher education?

- | | | | |
|------------------------------|-----------------------------|-------------------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Don't know | <input type="checkbox"/> Prefer not to say |
|------------------------------|-----------------------------|-------------------------------------|--|

How did you hear about the BA (Hons) Sustainable Futures: Arts, Ecology and Systems Change?

Please indicate how you heard about the BA (Hons) Sustainable Futures: Arts, Ecology and Systems Change at BMC (this question is to help us in advertising the course in the future and will not affect the outcome of your application):

Student Finance

While at university or college you will have two main costs - tuition fees and living costs. Most students will not have to pay anything up front. Depending on your circumstances, your course and where you study, you could get a range of financial support. The main types of finance are tuition fee and maintenance loans (which have to be paid back), and grants and bursaries (which don't).

There is also extra support for those with special circumstances, for example, if you have children or adult dependants, a disability, mental-health condition, or specific learning difficulty such as dyslexia or dyspraxia.

Repayments are based on future earnings and not on what you borrow. You only repay once you have left university and earn over a threshold.

Applying is easy and you do not have to have a confirmed place - simply use your first choice of course and change it online at a later date if you need to.

Student Finance

Will you be applying for student finance?

- Yes
- No
- Don't know

Your answer will not prevent you from applying for student finance at a later time, subject to restrictions imposed by your student finance company

The Student Loans Company will process your personal information in accordance with its own privacy policy. BMC shall not be liable to you for any loss or damage that you might suffer in connection with use or processing of your personal information by the Student Loans Company.

How to apply

It's really important to find out what funding is available to you and how you go about applying for it. You can find out everything you need to know about student finance online at the GOV.UK website or follow Student Finance England on Facebook and Twitter to get updates.

It is important to apply early to make sure you have everything in place before starting your course