

For college use only:
Person Code

Which Campus(es) is applicant applying to? (Tick all relevant boxes)

- Automotive Centre, Hastings
 Eastbourne
 Lewes
 Ore Valley, Hastings
 Station Plaza, Hastings
 Newhaven

Name of Applicant
Date of Birth

Address of Applicant

Postcode

School/College

Dates of Attendance

Programmes/Subjects applied for

The above named applicant has applied for a programme at the College and requires a reference.

We should be grateful if you would complete this form and return it to the College as soon as possible. Please note that this reference may be shared with the applicant and/or parents unless you state that you prefer that the information is not shared. Please add any comments which you feel may assist us or contact us if you wish to discuss the application further. Thank you for your assistance in this matter.

EXAMINATIONS TO BE TAKEN THIS ACADEMIC YEAR. PLEASE GIVE PREDICTED/MOCKS RESULTS.

Subject	Type of qualification and Level (Higher, Intermediate, Foundation) if appropriate	Predicated grades	Mock results	Actual result (if known)

Any other Qualification/Achievements

Please complete the following information which is required to support the successful transition of the young person into college. Please include information about any strategies that have been used to support the young person's participation in school. These might include behaviour management, reduced timetables and social interaction issues.

	Excellent	Good	Satisfactory	Variable	Poor	Additional comments if appropriate
Behaviour						
Application to learning						
Relationship with staff						
Relationship with peers						
Communication skills						
Ability to work in a team						
Ability to use initiative						
Motivation						
Reliability						

	Percentage %	Comments if appropriate
Attendance		
Punctuality		

Learning Support/Disabilities	Yes	No
Any known Disabilities/Medical needs/Learning Difficulties		
Applicant has one or more of the following: * In order to aid transition, with permission from the applicant, please supply us with a copy of any relevant documentation		
•Learning Difficulty Assessment*		
•School based plan/College based plan*		
Does student have any special arrangements for exams? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes please give details:		
Info/Comments where appropriate		
Other Support	Yes	No
Has applicant had any targeted study support in years 10 & 11 in English and /or Maths and/or Science OR any other welfare support e.g. High levels of anxiety, emotional support etc?		
If yes, please provide details:		
General comments: including suitability for programme applied for and any information that you feel would be helpful such as health issues or personal circumstances		

Signed: _____ Date: _____
 Please print name: _____ Position in Organisation: _____
 Contact number for further discussion if needed: _____

Please return this form to Admissions, East Sussex College Group:

Hastings Campus Station Plaza, Station Approach Hastings TN34 1BA	Eastbourne Campus Cross Levels Way Eastbourne BN21 2UF	Lewes Campus Mountfield Road Lewes BN7 2XH
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