

The Year in Industry Application Form

The information you give on this form is an important part of the selection process. Please take time, consider your answers carefully and write or print clearly in black ink. *Use additional paper for your answers if required.*

Application for placement starting in Summer/Autumn _____ (please state year you wish to take part e.g. 2009)

Surname _____	First name(s) _____
Address _____ _____	Preferred name _____
Postcode _____	Email _____
Telephone _____	Mobile _____
Nationality _____	Date of Birth _____
Male/Female _____	Driving License Yes/ No/ Provisional
	Own Transport Yes/ No

School/College

School name _____	Telephone _____
Town _____	
Teacher contact _____	Email _____

EDUCATION

School

Qualification (GCSE/ Scottish Standards etc)	Subject	Grade

Qualification (GCSE/ Scottish Standards etc)	Subject	Grade

Further Education

Qualification (i.e. AS/ A2/ Scottish Highers)	Subject	Predicted Grade	Achieved Grade

Proposed University Degree Course

List first two preferences. *Do not delay your application if you do not yet have this information.*

University	Course Title	Offer (yes/ no)	Deferred (yes / no)

EXPERIENCE AND SKILLS

Computer experience – tick one box for level of experience. *Attach separate sheet if necessary.*

IT Package	Beginner	Working Knowledge	Advanced / Fluent
Word			
Excel			
Access			
PowerPoint			
AutoCAD			
Programming languages – state which			
Other – specify			

Work experience (Please state if school work experience or part-time job. Include unpaid work)

What skills did you use/enhance/acquire? What did you learn?

Employer	Dates	Job title	Duties

Practical skills and experience (approx 150 words)

What useful skills can you bring to your company? These could be from school, college, work and hobbies.

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Career Plans (approx 150 words)

What do you hope to achieve by taking a year out? Describe long-term aspirations, and try to relate this to how your gap-year can help fulfil these.

Positions of responsibility (approx 100 words)

Include duties in and out of school / college

Hobbies and Interests (approx 50 words)

Language skills

(Please indicate language and your level of proficiency)

Beginner

eg GCSE

Working Knowledge

eg AS/A2

Fluent

Education/industry links (Please circle if you have taken part)

CREST Engineering Education Scheme Headstart Understanding Industry Young Enterprise

Other (please specify)

Please give a **brief** explanation of project undertaken

ADDITIONAL INFORMATION

Which is your first choice YINI region? Please see notes on page 6. (Please circle ONE only)

South West of England	East Midlands	Eastern	North	Yorkshire
North West	South	London	West Midlands	
Wales	Scotland	Northern Ireland/Republic of Ireland		

Where are you prepared to work?	Anywhere in the UK?	Yes / No
	Anywhere in your first choice region?	Yes / No
	Are you prepared to move away from home?	Yes / No

Would you like us to approach any particular company? (please give company name, address and contact name if known)

Where did you FIRST find out about The Year In Industry? (Please circle one main source of information)

Careers Fair/ Event	Engineering Education Scheme	Friend
Headstart Course	Media Article (magazine/ newspaper)	Search Engine
Teacher	Careers Advisor	School Presentation
University		

Other (Please specify) _____

Have you made other applications for pre-university experience/training? Yes/No If 'Yes' please specify

Other pre-university schemes _____

Company sponsorships _____

What is your ethnic origin?

(Please circle NB: This is not necessarily the same as your nationality or place of birth. The information is for statistical purposes only)

White	Black Caribbean	Black African	Black Other
Indian	Pakistani	Bangladeshi	Chinese

Other (please specify)

Disability Access

The Year in Industry wishes to encourage suitably qualified disabled people to apply for placements. The Disability Discrimination Act 1995 defines disability as a 'physical or mental impairment which has a substantial and long term adverse effect on the ability to carry out normal day-to-day activities' Based on this definition, do you consider yourself to have a disability? Yes/ No

If YES, please state the nature of your disability _____

If you have a disability, please indicate whether you would need any particular arrangements to be made, or support provided, if you were invited for an interview/offered a placement

EVIDENCE OF ENTITLEMENT TO WORK IN THE UK

Name: _____ Registration number: _____

Please complete ONE of sections A, B, C and D and bring this form WITH YOUR PASSPORT and other required documents to the assessment day, or send in with a verified copy of your passport.

I confirm that I am eligible to work in the UK and have provided ORIGINAL COPIES of all of the sufficient documentation: (Please tick the relevant boxes below)

Section A – British Citizens

- I have provided my British passport
- I do not have a passport but have provided my full birth certificate **AND** national insurance card

Section B – EEA/Swiss Citizens

The European Economic Area (EEA) comprises the following countries: **Austria, Belgium, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Republic of Ireland, Slovakia, Slovenia, Spain, Sweden and UK.** (For Bulgaria and Romania go to Section C)

I have provided **ONE** of the following:

- My passport
- My national identity card

Section C – A2 Citizens (Bulgaria and Romania)

- I have provided my passport

AND

- I am authorised to work in the UK and have provided my blue registration certificate

Section D – Non-EEA Citizens

- I have provided my passport and visa endorsed to show that I have leave to remain and no restrictions on working in the UK
- OR**
- I have provided my passport and a Home Office letter stating no restrictions on work

Signed.....

Date.....

If you do not have documentary evidence or are unclear about your entitlement to work you should write to:

UKCISA, UK Council For International Student Affairs

9-17 St Alban's Place

London N1 0NX

www.ukcisa.org.uk (020) 7107 9922

Please note that The Year in Industry staff are not able to give you advice on these issues

NOTES

SCOTLAND AREA OFFICE

The Year in Industry
University of Strathclyde
Dept of Mechanical Engineering
Room M659, James Weir Building
75 Montrose Street
Glasgow, G1 1XJ

T 0141 548 4152

E Scotland@yini.org.uk

NORTHERN AREA OFFICE

Includes regions:

North West (Cheshire, Greater Manchester, Lancashire, Merseyside, Cumbria,)

Northern Ireland

North (Co. Durham, Northumberland, Tyne and Wear, Teesside)

Yorkshire (Yorkshire & Humberside)

The Year in Industry
Technology House
Salford University Business Park
Lissadel Street
Salford
M6 6AP

T 0161 278 2497

E Northern_Area@yini.org.uk

MIDLANDS AREA OFFICE

Includes regions:

East Midlands (Derbyshire, Leicestershire, Lincolnshire, Northamptonshire, Nottinghamshire)

West Midlands (Hereford & Worcester, Shropshire, Staffordshire, Warwickshire and West Midlands)

The Year in Industry
EEC Engineering
University of Birmingham
Birmingham
B15 2TT

T 0121 414 8116

E Midlands_Area@yini.org.uk

WALES AREA OFFICE

Use Midlands address and tel no

E Wales@yini.org.uk

SOUTHERN AREA OFFICE

All areas not covered above

Includes regions:

South

Thames Valley

Eastern

London

Devon & Cornwall

West of England (Avon, Gloucestershire, Somerset, Wiltshire)

The Year in Industry
The University of Southampton
Southampton
SO17 1BJ

T 023 8059 2430

E Southern_Area@yini.org.uk

