

When fully completed please return to:

Email: accommodation.MIL@edinburghcollege.ac.uk

By post: Accommodation Team, Edinburgh College, Milton Road Campus, 24 Milton Road East, Edinburgh EH15 2PP

If you would like help completing this application form or further information on accommodation contact the Accommodation Team:

acommodation.MIL@edinburghcollege.ac.uk or phone 0131 344 7373/7000.

1. Personal Details

Title

Mr
Mrs
Miss
Ms
Other

Full Name

Gender

Female
Male
Trans male
Trans female
Non-binary
Other

Preferred Pronoun

Personal details continued.

Date of birth (day, month, year)

Nationality

Course Applied for

2. Contact Details

All correspondence will go to the following address. Please ensure you provide an address you can be contacted at.

Current Address

Postcode

Phone Number (including dialling code)

Mobile Phone Number

Email Address

Have you stayed in Edinburgh College accommodation before?

Yes

No

Emergency Contact Name

Emergency Contact Current Address

Emergency Contact Postcode

Emergency Contact Phone Number

3. Additional Personal Information

Please give details of any disability or health condition, or other special circumstances which should be taken into consideration when allocating your accommodation.

A specific learning difficulty such as dyslexia, dyspraxia, dyscalculia, ADHD or ADD

A visual or hearing impairment

An autistic spectrum condition

Mental ill-health

A physical impairment

Long-term illness

Please use the following text box to include full details.

4. Care Experience

Are you care experienced?

“Care experienced” refers to anyone who has been, or is currently in care. This care may have been provided in many different settings, such as:

- Kinship Care – living with a relative who is not your mum or dad.
- Looked After at Home – with the help of social work.
- Residential Care – living in a residential unit or school.
- Foster Care – living with foster carers.
- Secure Care – living in a secure unit.
- Adoption

Yes

No

Do you have a Support Worker (e.g. Social Worker/Throughcare and Aftercare team)?

Yes

No

Support worker details (Only complete if you answered yes to the previous question):

Support Worker Name

Support Worker Phone Number

Support Worker Email Address

5. Additional Support - Student Services

Would you like your details to be sent to student services for additional support?

Yes

No

Would you like your details to be sent to student services for financial support?

Yes

No

Are you engaged in learning support?

Yes

No

Please tick if you would like information on the following

Meet with one of our Wellbeing team who you can talk to in a confidential space by booking via the Wellbeing Hub on Moodle.

Explore a range of self-management measures including NHS approved apps and online resources to help with issues including anxiety, self-harm, depression, stress and sleep difficulties (as well as some help with study strategies if appropriate) and SilverCloud.

Get information about activities being offered by the Students' Association to promote positive mental health and wellbeing.

Find out about being referred to our college Counselling Service.

Sign up for any of the wellbeing group or workshop sessions via the Wellbeing Hub on Moodle.

Student Services - Funding

If you would like more information on the support offered by the Wellbeing Team please email wellbeing@edinburghcollege.ac.uk.

6. Accommodation Details

Please note the dates you wish for your stay in the accommodation.

From (day, month, year)

To (day, month, year)

7. Other Information

Please note any other information relevant to your application.

8. Student Declaration

By providing the information contained in this form you consent to the college holding and using the information in connection with its obligation to provide statistical data to the Scottish Funding Council. The college and the Scottish Funding Council will comply with their obligations under the Data Protection Act (1998). The college will use the information for internal purposes and may also supply it to external bodies e.g. Scottish Qualifications Authority and other examining authorities. In addition when a student's fees are paid by a Managing Agent or employer the college will release such information to these parties relating to academic progress, attendance and behaviour including any disciplinary action and the outcome of such an action.

Should your application be successful, by signing this form, you are agreeing to abide by the college's Code of Conduct.

I certify that to the best of my knowledge the information given in this form is correct (please sign and date)

Your Signature

Date

Please return your completed application form to **Accommodation Team, Edinburgh College, Milton Road Campus, 24 Milton Road East, Edinburgh EH15 2PP** or email it to: accommodation.MIL@edinburghcollege.ac.uk

9. Data Protection

At no time will your personal information be passed to other organisations for marketing or sales purposes. The Scottish Funding Council (SFC) and the Scottish Government (SG) have responsibility for improving education in Scotland as well as planning for future provision of both further and higher education and the funding of institutions and students. From time to time students and/or their parents may be approached by either SFC or SG to take part in research and surveys to help them with this task. Tick the following box if you do **not** want to be contacted in respect of such surveys.

I do not want to be contacted in respect of such surveys

Data Protection Act 1998 Statement

Edinburgh College is committed to ensuring that the processing of personal data is only undertaken in the legitimate operation of the business of the college. The college will ensure that the eight principles on which the Act is based are made known to and observed by all college staff.

Students personal data may be transferred to the Scottish Ministers/Secretary of State for an Assessment Function, but the information will be as far as possible anonymised and will be processed in accordance with the DPA.

End of Application Form

Content after this point is for office use only.

Office Use only

Application received on (date)

ID Number

Status

Offer

Reserve

Reject

Room Allocated