

Foundation Apprenticeship Application Form

***Only complete this form if you are 16-18 and not in employment**

OFFICE USE ONLY

Date received:

Initial:



TRACKERS
THE APPRENTICE PROGRAMME

Title (please circle): Mr. / Mrs. / Miss / Ms.

Area of work you are interested in:

First name:

Surname:

Home number:

Mobile number:

Date of birth:

Place of birth:

Email:

JY number:

Address:

Residential status (please circle):

entitled

entitled to work

licensed

registered

Tell us what other post school options you are applying for:

E.g. Highlands College, Hautlieu etc....

Please tell us why you want to be an apprentice:

(Please tell us in no more than 100 words You may continue on extra paper if necessary and attach it to this form)

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Tell us about the courses you are currently studying:

School/College	Date Started	Course Title (e.g. GCSE, BTEC, NVQ, ACCESS)	Grade

Work Experience:

Did you take part in Trident work experience? **Yes/No** (please circle):

Please inform us of any work experience you have done:
Where did it/they take place?

What did you do?

Why did you choose that area of work?

Please list all your paid employment:

Employer Name	Role	Start date	Finish date



CONFIDENTIALITY / PRIVACY STATEMENT

The information you provide will be used for your application and on-going administration of Trackers - The Apprentice Programme, which falls under the remit of the department for Education as a data controller. It may be passed to training providers to assess course suitability. Information will also be passed to employers for human resource and administration purposes. Information will be passed to States of Jersey Treasury and Resources should fees need to be reclaimed. No information will be passed to any third party without your prior consent. If you are unsuccessful, your details will be destroyed after one year from date of application. If successful your details will remain on the Trackers database.

As a public authority, the States of Jersey is subject to the provisions of the Freedom of Information (Jersey) Law 2011. Under this Law we may be required to disclose information we hold unless the information is protected from disclosure by an exemption under the Law or any other enactment, including the Data Protection (Jersey) Law 2005.

Your data will be kept in line with the Public Records (Jersey) Law 2002.

I agree that the details provided by me on this application form are true and accurate.

Signed:

Date:

If you are under 18 we will need your parent/guardian to sign to say that they agree to you applying for Trackers – The Apprentice Programme.

I agree to my son/daughter applying for Trackers – The Apprentice Programme.

Signed:

Date:

Relationship to applicant:

Please complete this application form and return it to trackers@gov.je or to the postal address below.

If you have any questions or difficulties completing this form, please contact the Trackers office.