UNIVERSITY OF READING TASTER SESSION APPLICATION FORM

Please state the subject of the taster session you are applying for here:

Personal details and declaration

Please complete in blue or black ink and in block capitals.

Participants Name

Address

Postcode

Telephone

Mobile

Email

Date of birth

Gender

Do you have any special requirements that we need to consider?

Please state your predicted grades at A level or equivalent

1

2

3

4

Do you have any special requirements that we need to consider?
e.g. dietary/access/disability/medical support needed? yes no

This information will help us to provide the most appropriate service for your needs. If yes, what is the nature of your requirements?

Please continue on a separate sheet if necessary.

For information:
The Disability Discrimination Act 1995 defines disability as ‘a physical or mental impairment, which has substantial and long term adverse effect on a person’s ability to carry out normal day-to-day activities.’

This definition includes a wide range of sensory impairments, mental illnesses, and learning disabilities, as well as medical conditions that are likely to last 12 months or longer, or are likely to recur.

The following are some examples of impairments or long-term conditions that could be considered disabilities under this definition: arthritis, sensory impairment, long-term back/neck problems, dyslexia, severe facial disfigurement, diabetes, multiple sclerosis, severe allergies, clinical depression, heart/circulation/respiratory complaints, learning disability, severe agoraphobia, manic depressive illness, respiratory conditions.

Which ethnic group do you belong to?

White/British

Mixed white and black African

White/Irish

Mixed white and Asian

White/other

Other mixed background

Asian or Asian British/Indian

Black or black British/Caribbean

Asian or Asian British/Pakistani

Black or black British/African

Asian or Asian British/Bangladeshi

Other black background

Other Asian background

Chinese

Mixed white and black Caribbean

Other ethnic background

Please state ethnic background

Are you in Local Authority care or classified as a care-leaver (someone who has been in Local Authority care for at least three months since the age of 14)?

yes no

Please state your GCSE grades for Maths, English and Science

1

2

3

4

Please tell us why you would like to attend this event (maximum 200 words). If necessary you can attach this statement as a separate sheet.

Why do you wish to take part?

Transport arrangements

There is very limited parking on the University of Reading campus. Therefore we prefer visitors to use public transport as the University is easily accessible via train and bus.

I intend to travel to the University via private car and will require a parking permit

Car Registration

Please note, we cannot guarantee that a permit will be issued.
### School details and consent

<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>School/college</td>
<td>[ ]</td>
</tr>
<tr>
<td>School/college address</td>
<td>_____________________________</td>
</tr>
<tr>
<td>Postcode</td>
<td>_____________________________</td>
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<tr>
<td>Telephone</td>
<td>_____________________________</td>
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<tr>
<td>Email</td>
<td>_____________________________</td>
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I confirm that the school has given permission for this student to attend the event (please tick the box to confirm) [ ]

### Parent/carer details and consent

<table>
<thead>
<tr>
<th>Field</th>
<th>Information</th>
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</thead>
<tbody>
<tr>
<td>Name</td>
<td>_____________________________</td>
</tr>
<tr>
<td>Relationship to applicant</td>
<td>_____________________________</td>
</tr>
<tr>
<td>Emergency contact number</td>
<td>_____________________________</td>
</tr>
<tr>
<td>Mother/carer’s occupation</td>
<td>_____________________________</td>
</tr>
<tr>
<td>Father/carer’s occupation</td>
<td>_____________________________</td>
</tr>
<tr>
<td>Have either parent/carer had any experience of Higher Education in the UK?</td>
<td>yes [ ] no [ ]</td>
</tr>
</tbody>
</table>

If yes, please give details of the type of qualification (e.g. Honours degree, foundation degree, HND etc.), method of learning (e.g. full time/part time), name of institution and whether you were aged over 21 years at the start of the course.

### Travel Bursary

The University of Reading is able to fund travel to the University for prospective students in some instances. Please refer to the attached guidance ‘Funding your Travel to the University of Reading’ for further information. If you would like to apply for travel funding please complete the Travel Funding Application Form at the end of this document.

### Expected behaviour

You will be expected to show responsible behaviour while attending the event as well as respect for other participants and staff.

The following rules and regulations will be in operation:

- Alcohol must not be brought onto the site or consumed during the event
- Smoking is not allowed inside the buildings or within 10m from buildings
- Participants are expected to attend all timetabled activities unless there are exceptional circumstances. If you need to leave the event early you must inform a member of staff
- Participants are expected to follow any emergency procedures, such as a fire drill, as directed
- Participants must follow any health and safety instructions given to them by staff and/or Student Ambassadors.

### Data protection

Participants should sign below to indicate that they accept these terms and conditions. The contact information in this form is confidential and will be treated in accordance with the Data Protection Act (1998). Only organisations that require the information for the funding, delivery, evaluation and tracking of outreach activities, the Universities and Colleges Admissions Service (UCAS) and the Higher Education Statistics Authority (HESA) will be given access to the data. This data will be anonymised for reporting purposes.

Your data will be stored on a secure database for future tracking. The University may wish to contact you via email with information related to your chosen field of study; should you not wish to receive any further information you can opt out.

### Key information and declaration by applicants

#### Photo and video consent

(to be completed by the participant or parent/carer if the participant is under 18 years of age)

Photographs or video footage may be taken at the event. These images/media will be owned by the University of Reading and may be used for publicity purposes.

I give my consent to take my photo/video [ ] yes [ ] no [ ]

### Travel Sessions

Student Recruitment and Outreach Office
1.03 Miller Building, University of Reading, Whiteknights, Reading, RG6 6AB.

Alternatively you can email a copy of your completed form to: outreach@reading.ac.uk

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### Parental consent

I understand that the University of Reading is responsible for the welfare of participants whilst they are attending the event. As parent/carer I understand that I will be responsible for my son/daughter up until the handover point at the start of the event, including during any travel to the University. My responsibilities will resume once the event has finished and students are dismissed.

I confirm that I have given parental consent for the individual named above to participate in this event.

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>Name of parent/carer</td>
<td>_____________________________</td>
</tr>
<tr>
<td>Signature</td>
<td>_____________________________</td>
</tr>
<tr>
<td>Date</td>
<td>_____________________________</td>
</tr>
</tbody>
</table>

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One copy of this form needs to be returned to the address below. Please retain one copy of this form for your own records.

Please return this form to:
Taster Sessions
Student Recruitment and Outreach Office
1.03 Miller Building, University of Reading, Whiteknights, Reading, RG6 6AB.

Alternatively you can email a copy of your completed form to: outreach@reading.ac.uk

B15927 04.16
TRAVEL BURSARY
TRAVEL TO THE UNIVERSITY OF READING FOR PROSPECTIVE STUDENTS

The University of Reading hosts a number of events on campus throughout the year. In order to allow all students to access the events and activities organised by the University of Reading we endeavour to fund travel to the University for prospective students who meet certain qualifying criteria.

To apply for your travel to be covered please complete this application form and return it to the Student Recruitment and Outreach office. Should you be allocated a place on one of our events or activities we will then consider your Travel Bursary application and inform you once a decision has been made.

Generally we provide return train and bus tickets for visitors to the University from a named UK station. These will be sent to your home address in advance of the event. Please clearly specify the station/terminus you will be travelling from on the application form to allow us to purchase the correct tickets for you. In instances where we will not be able to send tickets to your home address in advance of the event we ask that students purchase their own travel tickets and keep any receipts. Travel expenses will then be refunded after the event has taken place. All mileage claims will be paid after the event.

Please select one of the following options (please tick box)

I would like to apply for a travel bursary ☐

Name of participant

Signature

Date

I would be travelling to the University of Reading via public transport and would require travel tickets sent in advance to my home address ☐

The UK station/terminus I would be travelling from is:

Travel tickets purchased on (date)

Sent to student on (date)

Total cost £

Mileage claim processed on (date)

Total cost £

Transport receipts processed on (date)

Total cost £

Please note that it may not be possible to guarantee that we can issue you with a parking permit due to very limited availability of parking on campus. Mileage is paid at a rate of 45p for the first 70 miles and 25p per each additional mile.

For office use only

Name of student:

Is the application for funded travel successful?

yes ☐ no ☐

Please tick qualifying criteria

MUST BE TICKED

1 The individual must be in a UK school or college (or be a mature student with suitable qualifications)

2 The individual must be on course to achieve (or have already achieved in the case of mature students) the University of Reading’s typical entry requirements

TWO FROM THE LIST BELOW MUST ALSO BE TICKED

3 The individual has no parental experience of university

4 The individual lives in an identified postcode area which has low progression into HE (POLAR quintiles 1 or 2)

5 The individual lives in a postcode area which is identified as being an area of social deprivation (IMD etc.)

6 The individual attends a school or college where progression to HE is below the national average

7 The individual attends a school or college where the proportion of students claiming free school meals is above the national average

8 The individual comes from a group that is under-represented in HE

9 The individual has a disability

10 The individual is in care or is a care leaver (in Local Authority care for at least 3 months since the age of 14)

Travel tickets purchased on (date)

Sent to student on (date)

Total cost £

Mileage claim processed on (date)

Total cost £

Transport receipts processed on (date)

Total cost £

UNIVERSITY OF READING
TASTER SESSION

For more information, or to return the completed form, please contact:

Student Recruitment and Outreach Office
1.03 Miller Building, University of Reading, Whiteknights, Reading, RG6 6AB.

outreach@reading.ac.uk

Tel (0118) 378 6554

www.reading.ac.uk