Reference form

CONFIDENTIAL SCHOOL/COLLEGE REPORT ON APPLICANT FOR ADMISSION TO A FULL-TIME LEARNING PROGRAMME

city of wolverhampton college

citysixth

Please complete if aged 16-18 on 31 August 2010 and submit with your application form.

The information given in this report will be used in addition to a portfolio of work (where applicable), record of achievement (where applicable), qualification, vocational guidance interview, initial assessment and needs analysis to enable applicants to be matched to a learning programme most appropriate to their needs and aspirations

Full name: Date of birth:

UPN/VCI:

Learning programme/course applied for:

A. Does the applicant have any of the following which can be available at interview?

❑ Certificates or qualifications ❑ Careers Plan - My iplan ❑ Card Promise

B. Please use the following key to give your assessment of generic aspects:

A - Very Good B - Good C - Satisfactory D - Unsatisfactory

	A	B	C	D
Application to academic work				
Application to practical work				
Communication skills				
Numeracy skills				
Ability to work independently				
Use of initiative				

	A	B	C	D
Ability to plan				
Ability to evaluate				
Attitude to others				
Ability to work with others				
Reliability				

Attendance and punctuality %:

C. External examinations passed and/or anticipated results:

Subject	**Level**	**Board**	**Date**	**Result or anticipated result**

D. Please use this section to make further comments or assessments rated D, any special needs, any special circumstances, and other information which is relevant to the applicants ability to study in the college environment.

Signed:

Position:

Date:

Please send completed form with the application form to:
Admissions Administrator, Customer Services, City of Wolverhampton College, Paget Road Campus, Wolverhampton WV6 0DU.