

APPENDIX C: APEL APPLICATION FORM

Please make sure you have read and fully understood the Student Guidance Notes and spoken to an APEL Adviser **before** completing this form and your portfolio of Evidence. College staff are available to help you.

PART 1: PERSONAL INFORMATION	
Surname:	
Forename(s):	
Title:	
Date of Birth:	
Student ID (if applicable)	
If you have already submitted an Application for full-time study via UCAS, please insert your UCAS number here:	
Contact Details Home Address:	
Telephone Number(s) Home: Work: Mobile Email address:	
Employer Name and Address:	

PART 2: PROPOSED COURSE OF STUDY

Course Title:

Mode of attendance: FT/PT

Please tick the level of APEL for which you are applying:

(i)	Entry	
(ii)	On-course Exemption – please list the module(s) for which you are seeking exemption. 1. 2 3 4 5 6.	
(iii)	Both Entry and On-Course Exemption	

PART 3: OUTLINE OF APEL CLAIM

I enclose the following documentation:

(i)	APEL Application Form	
(ii)	Portfolio	
Signature		Date:

- **Please return this form and evidence to the APEL Adviser**

Outcome of Claim – Official Use only

To be completed by APEL Assessment Panel Chair

Name of Candidate:		
Course Applied for:		
		Please ✓
Decision:	Insufficient Evidence – refer back to applicant	
	Application approved	
	Application not approved	
Comments:		

Entry to HE Course		
Details of Exemption to be awarded		
Signature (APEL adviser)		
Signature (Curriculum Manager)		
Signature (Quality Representative)		
Outcome reported to candidate	Date:	
Information reported to Course Committee	Date:	

Decision and Detail Recorded on Database	Date:
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