

UNIVERSITY COLLEGE LONDON

To be completed by all those submitting a CV in application for a post with University College London. Our equal opportunities policy includes the provision that in recruitment, the only consideration must be that the individual meets or is likely to meet the genuine requirements of the job. No one will be discriminated against on the basis of sex, age, race, colour, ethnic origin, physical disability, marital status, sexual orientation, caring or parental responsibilities, or belief on any matters including religion and politics.

Please complete this form in black ink/biro or by typing or an audio cassette.

Application for the position of:

Department:	Ref No or Job Code:
Surname:	Title:
Other Name(s):	Preferred Forename:
Address:	Telephone numbers and email address where we may contact you
	Work tel: Home tel: Email:

PERSONAL INFORMATION

Are you 64 or over? It is UCL policy that staff normally retire on the 31 st July following their 65 th birthday. In line with this UCL will not normally employ someone who is within six months of that date. (see http://www.ucl.ac.uk/hr/docs/retirement.php for more information)	Yes/No
Do you require permission / a Certificate of Sponsorship to take up employment in the UK? Immigration Asylum and Nationality Act 2006 and UK Border Agency Immigration rules (see http://www.ind.homeoffice.gov.uk/workingintheuk/)	Yes/No
Do you need to register under the Home Office EU Accession State Worker Registration Scheme? (See http://www.workingintheuk.gov.uk/working_in_the_uk/en/homepage/schemes_and_programmes/worker_registration.html for more information)	Yes/No
Have you any unspent criminal convictions in line with the Rehabilitation of Offenders Act 1974? If so, please specify below or on a separate sheet. Appointment to certain posts, as stated in the advertisement and job pack, is subject to a criminal record check. By signing the Declaration you accept that the organisation will seek information from the Criminal Records Bureau and any associated special lists, where we have stated it is necessary to do so.	Yes/No
Do you have a Personal Relationship with any member of staff or student at UCL? If so, please give details:	Yes/No
See http://www.ucl.ac.uk/hr/docs/personal_relationships.php for more details	

If employed, how many days sick leave have you had in the last 24 months?
Where did you see this vacancy advertised?
Current or former UCL staff/students please enter your UPI number if known:

To the best of my knowledge the answers given to the questions contained in this application and all statements made are true and accurate. Any falsification may be considered sufficient cause for rejection or, if employed, dismissal.

Signature of Applicant.....Date.....

REHABILITATION OF OFFENDERS ACT 1974

The Rehabilitation of Offenders Act 1974 is intended to ensure that a person convicted of a criminal offence (whether in Great Britain or abroad), not involving a sentence of more than 2.5 years' imprisonment who has not since re-offended for a specified period of time (a rehabilitation period) related to the severity of their sentence is treated as if the offence, conviction and sentence had never occurred.

Sentences of more than 2.5 years put an individual concerned outside the scope of the Act. Such convictions can never therefore become spent.

(Exceptions) (Amendment) order 1986

Exempted professions NOT covered by The Rehabilitation of Offenders Act 1974 are:-

- Medical practitioner
- Barrister (in England and Wales), advocate (in Scotland), solicitor;
- Chartered accountant, certified accountant;
- Dentist, dental hygienist, dental auxiliary;
- Veterinary surgeon;
- Nurse, midwife;
- Ophthalmic optician, dispensing optician;
- Pharmaceutical chemist;
- Registered teacher (in Scotland);
- Any profession to which the Professions Supplementary to Medicine Act 1960 applies and which is undertaken following registration under the Act

Applicant N°:

CONFIDENTIAL
EQUAL OPPORTUNITIES CLASSIFICATION FORM

University College London has a commitment to ensuring that staff are appointed, and promoted on the basis of merit, regardless of ethnic origin, sex or disability, sexual orientation, race, colour, nationality (within current legislation), marital status, caring or parental responsibilities, age, or beliefs on matters such as religion and politics.

Monitoring enables us to see what is happening in practice, to assess the impact of our equal opportunities policy and its implementation, to set any targets for improvements, and measure progress. To enable us to do this, and to make the exercise successful, we rely on the following details.

On receipt, this form will be separated from your application form/CV. The information provided will be treated in the strictest confidence and will only be used for the purposes of monitoring.

Thank you for your co-operation.

Name	Job Title/Ref. N°
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Please complete all 5 sections:

<p>1. Ethnic Group</p> <p>A White</p> <p><input type="checkbox"/> British</p> <p><input type="checkbox"/> Irish</p> <p><input type="checkbox"/> Any other White background</p> <p>B Mixed Race</p> <p><input type="checkbox"/> White and Black Caribbean</p> <p><input type="checkbox"/> White and Black African</p> <p><input type="checkbox"/> White and Asian</p> <p><input type="checkbox"/> Any other Mixed Race background</p> <p>C Asian or Asian British</p> <p><input type="checkbox"/> Indian</p> <p><input type="checkbox"/> Pakistani</p> <p><input type="checkbox"/> Bangladeshi</p> <p><input type="checkbox"/> Any other Asian background</p> <p>D Black or Black British</p> <p><input type="checkbox"/> Caribbean</p> <p><input type="checkbox"/> African</p> <p><input type="checkbox"/> Any other Black background</p> <p>E Chinese</p> <p><input type="checkbox"/> Chinese</p> <p>F Other Ethnic Group</p> <p><input type="checkbox"/> Any other background</p>	<p>2. Sex</p> <p><input type="checkbox"/> Male <input type="checkbox"/> Female</p> <p>3. Nationality</p> <p><input style="width: 100%;" type="text"/></p> <p>4. Are you disabled or do you have an impairment or medical condition?</p> <p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p> <p>(Examples of a 'condition' may include impairment of senses, co-ordination, memory, mobility, learning, health or well being)</p> <p>5. Date of birth <input style="width: 100%;" type="text"/></p>
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