



## Electrical Apprenticeship Application From

Please find below an application form for your Trade Skills 4U electrical apprenticeship.

Please complete the form and return it directly to Donna Laitmer at the address below:

Trade Skills 4U  
Mitre Court, Fleming Way  
Crawley  
RH10 9JY

Should you have any questions please contact us on  
**01293 529777.**

The apprenticeship is provided in partnership with JTL. However all forms should be processed directly with Trade Skills 4U.



JTL also operates an online application process, if you have applied on line, this paper application form is NOT required.

# JTL APPLICATION FORM

If you are not able to answer these four mandatory funding eligibility questions, or you are unsure, please contact our Customer Services Team on **0800 0852 308**

Do you live in England or Wales; have you lived in the UK for 3 years or more? Yes  No

If you live in England, are you aged between 15 and 24 years? \* Yes  No

If you live in Wales, are you aged 15 years or more? Yes  No

Please confirm that your colour vision is normal? A mandatory JTL colour vision certificate is attached. Yes  No

\*Applications can be made from individuals outside these age ranges; however, access to Government funding, in England, to support your training is not available. Only applicants with an employer willing to take up the shortfall can be considered.

Please note if you are a graduate in England you are not currently eligible for funding

## Your Personal Details (BLOCK CAPITALS)

Title (e.g. Mr or Miss)

First name & Middle name(s)

Surname

Mobile Number

Full Address

Post Code

Date of Birth  /  /

National Insurance Number  NI Number not received

## Education

Last School/College

Unique Learner Number (ULN)

## Qualifications (Please list ALL qualifications gained)

## Apprenticeship Scheme

Please tick the box for JTL Apprenticeship Scheme you are interested in:

Electrical       Plumbing       Engineering Maintenance       Heating & Ventilating

## Employment

Have you an employer for your chosen Apprenticeship?  YES       NO

IF YES,

Please provide Employer Name

Please provide Employer Post Code

JTL will make contact with Employer to undertake vetting process

If you have not already found an Employer, you must continue looking for one that is willing to employ you as an Apprentice. It is important to inform JTL as soon as you find an Employer. Contact JTL on **0800 0852 308**

## Medical History/Safeguarding

All the information provided in this section will be treated confidentially, subject to the declaration given at the end of the application form. If you answer YES to any questions within this section, you should discuss with your employer and provide any supporting information as required.

- |    |   |                          |     |                          |    |
|----|---|--------------------------|-----|--------------------------|----|
| 1. | Do you have a colour vision deficiency?*  | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| 2. | Do you have a fear of confined spaces?  | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| 3. | Do you have a fear of open spaces?  | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| 4. | Do you have a fear of heights?  | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| 5. | Do you have any disability?   | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |
| 6. | Do you have any additional learning needs?<br>Additional learning needs can include special education needs e.g. Dyslexia or additional social needs including ESOL (English for speakers of other languages) | <input type="checkbox"/> | YES | <input type="checkbox"/> | NO |

**Yes** I confirm that the fully completed JTL colour vision form is enclosed with my application.  
Failure to supply your fully completed JTL colour vision form will delay processing of your application.

## Equality & Diversity

As an inclusive organisation committed to equality and diversity, we encourage applications from all sections of the community. The information provided, subject to the declaration given at the end of the application form, will be treated confidentially.

- What is your ethnic origin?
- What is your nationality?
- What is your gender?

## Login Details

Please choose a user name

Please provide your email address (mandatory)

Please choose one security question

Mothers Maiden Name

Partner Name

Pet Your chosen security answer

ALL FURTHER COMMUNICATION WILL BE VIA THE EMAIL ADDRESS YOU HAVE PROVIDED. EMAIL WILL ENABLE YOU TO BOOK ON AN INITIAL ASSESSMENT OF YOUR CHOICE, MAINTAIN AND UPDATE YOUR DETAILS WITH JTL.

We will also contact you periodically with updates, newsletters and possible employment opportunities

Where did you hear about JTL? \_\_\_\_\_

## Terms & Conditions/Your Declaration

Information provided may be verified during the application process and documented evidence required to confirm certain facts. For example, UK residency, education, medical conditions.

To the best of my knowledge, the answers given on this application form are honest and correct.

I understand that my medical suitability will be assessed as part of the recruitment process.

I understand that information given on this form may be shared with potential employers and appropriate organisations in order to promote my application.

I understand that the details given will be checked during the recruitment process and that any inaccuracies could result in my application being rejected.

**Signed** \_\_\_\_\_

**Date** \_\_\_\_\_

**Data Protection Act 1998:** I understand that processing my personal information will take place in accordance with the Data Protection Act and that this is required in order to process my application for training, employment and funding within the building service engineering sector and for statistical research purposes.