



For Vocational Training
Research and Consultancy
Reg. No. 926387



DECK COURSES - BOOKING FORM

Please complete the Booking Form in full (using BLOCK capitals throughout), and return it with the deposit payment and photocopies of your Discharge Book, Passport, Certificate of Competency* IELTS Certificate, and MFA Certificate* (*MCM/CME Only)

Personal Information									
Family Name			First Name(s)						
Home Address			Date of Birth						
			Telephone No.						
			Mobile Tel. No.						
			Fax No.						
Post Code (UK only)			E-Mail Address						
Discharge Book No.			Passport Number						
Have you been ordinarily resident in the UK for the last 3 years? (Y/N)					If 'No' state your home Country:				
Do you have any Criminal Convictions? (Yes/No)			PLEASE SEE OVERLEAF FOR GUIDANCE NOTES						
Have you previously studied at WMA? (Yes/No)			If 'Yes' state: Course				Year		
Do you possess a NVQ Level 3? (Y/N)			If 'Y' state date attained:			At which college:			
Approximate length of watch-keeping sea service (in months), as:					OOW		Chief Mate		
Types of ship served on:									
Company			Will your company be paying your course fees? (Yes/No)						
<i>Please note that the balance of course fees are due for payment at enrolment. Students are responsible for the payment of all fees unless a Company letter of Sponsorship is presented at registration.</i>									
Have you applied for, or obtained, a Notice of Eligibility from the Maritime and Coastguard Agency (MCA)?									
Not yet applied for (tick):			Applied for (state date):			Obtained (please attach copy):			
<i>Please note that students are responsible for obtaining their own Notice of Eligibility from the MCA. Failure to do so may prevent them from completing their course of study and/or cause unnecessary expense or delay. Please also note that all relevant documentation, proof of entry, special qualifications etc. must be brought with you to college when enrolling.</i>									
Course Requirements									
Please indicate the term and year that you wish to commence your course of study (Sept / January / April) and 'tick' the relevant course box below:								Year	
OOW STCW 95 II/1	Officer of the Watch		(Exam route: minimum sea service requirement for MCA certification = 36 months)						
OOWV STCW 95 II/1	Officer of the Watch		(VQ route: minimum sea service requirement for MCA certification = 24 months)						
CME STCW 95 AII/2	Chief Mate (post HND)		Exam route for ex-Cadets with full HND and 18 months w/k sea service as OOW		Do you also require PMC? (Yes/No) * See note below				
CMV STCW 95 AII/2	Chief Mate (post HND)		VQ route for ex-Cadets with full HND and 12 months w/k sea service as OOW		Do you also require PMC? (Yes/No) * See note below				
MCM STCW 95 AII/2	Chief Mate & Master		HND Nautical Science Part 2 and Examination route		Do you also require PMC? (Yes/No) * See note below				
MSD10	Master's MCA Oral Examination		(4-week course in preparation for MCA Oral Examination)						
MSDR	Deck Revision		(Independent study option - direct tutorial support can also be arranged in advance)						

**Please note that you MUST have a valid Medical First Aid or Medical Care Certificate (i.e. less than 5 years old) in order to commence the Proficiency in Medical Care course. Evidence must be provided.*

Candidates undertaking the HND Nautical Science Part 2 (Chief Mates/Master examination route) must have <u>one</u> of the following:														
A: HND Nautical Science Part 1					or					B: STCW 95 A-II/1 OOW Certificate of Competency				
As stated above, indicate A or B:			BTEC Reg. No:			College:			Finish Date:					
For details of outside accommodation please visit www.warsashhousing.co.uk					For availability of campus accommodation, please email wma.accommodation@solent.ac.uk									

Booking Form - Application and Attachments									
My deposit / payment for the courses is attached (tick)					The total amount being forwarded is (£ GBP):				
My Notice of Eligibility is attached (tick)					Photocopy of Discharge Book, Passport, MFA Certificate* & C.o.C*, IELTS Certificate (* MCM/CME Only)				
Applicant's Signature			Date			Reg/DeckBook/JCK/Mch2010			

NB. Applications will not be processed unless all supporting documents (except NoE) are enclosed.

Criminal Conviction

To help us reduce the risk of harm or injury to our students caused by the criminal behaviour of other students, we must know any relevant criminal convictions that an applicant may have.

Relevant criminal convictions are only those convictions for offences against the person, whether of a violent or sexual nature, and convictions for offences involving unlawfully supplying controlled drugs or substances where the conviction concerns commercial drug dealing or trafficking. Convictions that are spent (as defined by the Rehabilitation of Offenders Act 1974) are not considered to be relevant and you should not reveal them.

You must declare YES if any of the following statements apply to you:

- a. I have a relevant criminal conviction that is not spent**
- b. I am serving a prison sentence for a relevant criminal conviction**

If statement b applies to you then you must also give the prison address as your postal address on your application and a senior prison officer must support your application.

Applicants who answer YES will *not* be automatically excluded from the application process. However, the Student Affairs Manager may want to consider the application further or ask for more information before clearing an applicant.

If you are convicted of a relevant criminal offence after you have applied you must contact the Student Affairs Manager for further details. You may do this through the Course Administrator.

England & Wales Criminal Records Bureau – www.crb.gov.uk