

LEGAL REQUIREMENTS Adam Smith College complies with current Data Protection Legislation.

The College has the right to amend the content of courses without any form of compensation becoming payable to students. Where there is insufficient demand or if other circumstances arise courses may be cancelled. In the unlikely event of a course being cancelled the College liability will be limited to a refund of fees or that part of the fees already paid.

I have read, understood and accept the above terms and declare the information given by me is true and correct and accept all of the above.

Signature: Date:.....

SHARING INFORMATION WITH SKILLS DEVELOPMENT SCOTLAND

This section is **only applicable to persons between 15 and 20 years of age**. The College would like to share the following information about you with Skills Development Scotland should you leave your course at college prior to its completion - your name, your address (including post code), your date of birth, course code details and your Scottish candidate number. This will allow Skills Development Scotland to contact you to offer advice and support should you wish. It will also enable Skills Development Scotland to conduct research and analysis into student destinations. If you would prefer that we did not share this information with Skills Development Scotland, please tick the box.

I do NOT agree to SDS and/or their agents sharing my information.

NEXT STEPS

Your application will be acknowledged within 1 week of being received in the College. If however you have not heard anything by this time, please let us know by contacting our Information Management Directorate (Admissions) Team on: **0800 413280** or email enquiries@adamsmith.ac.uk or international@adamsmith.ac.uk

Completed application forms should be returned as soon as possible to one of the addresses below:

Admissions Team
Adam Smith College
St Brycedale Campus
St Brycedale Avenue
Kirkcaldy, Fife KY1 1EX

Admissions Team
Adam Smith College
Stenton Campus
Stenton Road
Glenrothes, Fife KY6 2RA

FOR OFFICE USE ONLY

Course Application	Choice 1 (enter as appropriate decision code)	Choice 2 (enter as appropriate decision code)	Decision Codes
Date Acknowledged			U Unconditional Offer
Interview Date (if applicable)			C Conditional Offer
Decision Code (see key)			W Waiting List - Unconditional
Date			L Waiting List - Conditional
Signature			R Referral to other course
If referral please enter Course, Block, Occurrence code;			J No offer possible
Learning support interview			Z Course full
Academic reference requested			X Course cancelled
School transition form received			DNA Did not attend interview

STAFF NOTES

Choice 1 (Conditional offer note)	Choice 2 (Conditional offer note)



This form is available in other formats, call **0800 413280** for details.