



First Step

Green areas need to be filled in by tutors only.

First Step Enrolment Form

Date

Name of Course(s):

ESOL Needlework Computer Dress making

Art Numeracy Effective Speaking & Research Skills

Family Learning Organic Gardening Digital Imaging

First name..... Family name.....

Address.....

.....

Post code.....

Telephone number.....

Date of Birth..... Nationality.....

Languages Spoken.....

English test results	Numeracy test results	ICT test results
Level:	Level:	Level:

Courses at First Step	Started on (date)	Completed on (date)	Outcome (qualification/certificate)	Tutor's signature on completion

Residency status:

Permanent resident

Refugee

Temporary resident (less than three years)

Temporary resident (More than three years)

Asylum Seeker

Have you attached a photocopy of your passport to this enrolment form?
(front page and visa page) yes/ no

If you haven't, why?

How long will you stay in Newcastle?

How long have you been in the European Union? (EU= UK ,France,
Germany,.....)

Are you attending courses elsewhere in Newcastle? Yes No

If yes which course(s)?

Where?

Will you need a crèche at First Step? (Only 18 month and over) Yes No

Ages of children for the crèche: Child 1.....

Child 2.....

Child 3.....

Disability needs?

Emergency contact:

Name.....

Telephone.....

Employment status:

Employed

Unemployed

If unemployed for how long?

6 months

12 months

24 months

Never Employed

Signature of Learner.....

Signature of Staff member.....