**PART A** (Confidential, Part A will be removed and not used for shortlisting purposes)

Applicant No:

Office use only

Please refer to guidance notes before completing this application Form.

|  |  |
| --- | --- |
| **Applicant Number (office use only)** |  |
| **Role Applied For** | **Student Trustee** |

**PERSONAL INFORMATION**

1. **Personal Details**

|  |
| --- |
| **Personal Details** |
| **Name** |  | **Home Address** |
| **Mobile Number** |  |  |
| **Banner Number / Student ID** |  |

1. **General**

Please give one referee for example, Tutor, Lecturer. Referees cannot be a relative or a close friend. Please indicate if referee can be contacted prior to interview.

|  |  |  |
| --- | --- | --- |
| **Name** |  | **Work Name & Address** |
| **Job Title** |  |  |
| **Tel. Number** |  |
| **Email**  |  |
| **Relationship** |  |
| **Contact prior to interview (tick as appropriate): Yes** [ ]  **No** [ ]  |

|  |  |
| --- | --- |
| Are there any dates when you will be unavailable for interview?  |  |
| Are there any adjustments that the Students’ Union will need to make, should you be invited to interview?  |  |
| How did you find out about the role? |  |

**Data Protection Statement**

The information that you provide on this form and that obtained from other relevant sources will be used to process your application for the role of Student Trustee. Unsuccessful applications will be destroyed after 6 months.

If you succeed in your application and take up the post of Trustee the personal information that you give us will be used in the administration of your role, including registration with Companies House.

We may check the information collected, with third parties or with other information held by us. We may also use or pass to certain third parties information to prevent or detect crime, to protect public funds, or in other ways as permitted by law.

By signing the application form you agree to the processing of personal data, (as described above) and in accordance with our registration with the Information Commissioner.

|  |
| --- |
| **DECLARATION**  |
| I declare that to the best of my knowledge and belief the information given is correct and complete. I understand that the Students’ Union reserves the right to withdraw the offer of appointment of Student Trustee if the information I have provided to the Students’ Union is inaccurate or misleading in any way. Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date ­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**The University of the West of Scotland Students’ Unionis an Equal Opportunities Organisation**

Applicant No:

Office use only

APPLICATION FORM - PART B

1. **Academic Status**

|  |  |
| --- | --- |
| **What course are you currently studying?**  |  |
| **What Campus are you located on?** | Choose an item. |

1. **Meeting the Student Trustee Qualities**

|  |
| --- |
| **Why do you want to be a Student Trustee?** |
|  |
| **What skills and / or knowledge do you have that will help you in your role?** |
|  |
| **What experience do you have that will assist you in your role?** |
|  |
| **What do you hope to get out of the role of Student Trustee?**  |
|  |
| **Signature** |  | **Date of completion** |  |

Please complete this form and email it along with the Charity Trustee Declaration and Diversity Monitoring form to recruitment@uwsunion.org.uk.