**Online training EPIC Programme Application Form**

|  |  |
| --- | --- |
| 1. **Personal Details** | |
| **First name:** | **Surname:** |
| **Address:** | |
| **Email address:** | **Mobile:** |
| **Date of Birth:** | **Gender I identify as:** |
| **Country of birth:** |  |
| **When did you arrive in Ireland?** (month and year) | |
| **Proof of residency status (choose one):**   1. **Asylum Seeker  Do you have a work permit? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** 2. **Temporary Protection for Ukrainian refugees** 3. **IRP card with Stamp 4  Reason for Stamp 4: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** 4. **IRP card with Stamp 1G  Reason for Stamp 1G: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** 5. **EU/ Irish citizen**   **Expiry Date: \_\_\_\_\_\_\_\_\_\_\_\_\_­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **Other residency status – please describe: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | |
| 1. **How did you hear about us?** | |

**Referral agency  I know someone who attended the programme**

**Friend  Internet  Other**

**Please explain:**

|  |
| --- |
| 1. **Employment** |

1. **Are you working? Yes  No**
2. **If you are not working, how long have you been unemployed in Ireland?** (month and year) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
3. **Are you studying/enrolled in a course? Yes  No**
4. **Are you looking for a job? Yes  No**
5. **What types of employment are you looking for? E.g. retail, construction, IT, customer service etc.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Are you open to entry level roles like warehouse, cleaning, security, painting, etc…. to improve your English and advance in your career? Yes  No**

|  |  |  |
| --- | --- | --- |
| **FOR OFFICE USE ONLY** | Date: | Assessed by: |
| English Test: Oral: % Written: % | | |

|  |
| --- |
| 1. **Education / skills** |

1. **Please tick the highest level of education you have completed**

**Primary School  Secondary School/High School**

**Further Education / FAS / FETAC  Degree**

**Postgraduate (Masters/PhD)**

1. **If you have a Further Education, Degree or Postgraduate qualification please give details:-**

* **What qualification do you have (including subject)? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
* **Did you complete it in Ireland? Yes  No**
* **How long did your qualification take? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **How strong are your IT skills?** Circle or highlight a number on the scale (1= low, 5 =high) **1 2 3 4 5**
2. **What can you do on a computer? Please list:**
3. **Do you speak English well enough to have a phone conversation? Yes  No**
4. **Do you have an intermediate (B1/B2) level of spoken and written English? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
5. **If English is not your first language, do you have any English language qualification? Yes  No**
6. **If yes, what is your qualification? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ What year did you get it? \_\_\_\_\_\_\_\_\_**

|  |
| --- |
| 1. **Your current situation** |

1. **Are you receiving a social welfare payment? Yes  No**

**If yes, please give details of payment** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. **Are you currently living with your partner and/or other family member(s)? Yes  No**
2. **If yes, is your partner and/or other family member(s) currently working? Yes  No**
3. **Do you have any dependent children living with you? \_\_\_\_\_\_\_\_**

**If yes, how many? \_\_\_\_\_ How old are they? \_\_\_\_\_\_\_\_\_\_\_\_\_**

1. **Are you parenting alone (one parent family)? Yes  No**
2. **Do you have commitments e.g. childcare, part time/ casual employment or part time/ full time education that could affect your ability to attend the programme? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**
3. **Are you in a difficult situation or need advice on personal issues? Yes  No**
4. **Do you have access to WIFI? Yes  No**
5. **Do you have access to a laptop or computer with a webcam? Yes  No**

|  |
| --- |
| 1. **6. Accommodation** |

1. **What type of accommodation do you live in currently?**

**Private-rented  Family Home**

**Hostel  Other (Explain)**

**Have you been homeless within the last two years? Yes  No**

1. **If yes, please state how long have you been homeless for: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

(Homeless includes sleeping in the streets/ a squat/ a B&B/ a hostel/ with friends or family on a temporary basis)

|  |
| --- |
| **7. Health** |

1. **Do you have any mental or physical health issues or a disability that might affect your ability to work?**

**Yes  No  If yes, please explain: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

|  |
| --- |
| **8. Data Protection / Declaration of Consent** |
| **Data Privacy Notice** (**It is important that you read the information below before you sign)**   * You have the right to know how we use your personal information. * You have a right to request any information we hold about you (Right of Access) and you can do so by using the contact details at the bottom of this page. * We are required to collect personal information in order to assess your eligibility for our EPIC Programme, to monitor its effectiveness, and to provide statistical data to our funders. Our primary funders are the Department of Children, Equality, Disability, Integration and Youth, the European Social Fund and [The Community Foundation for Ireland](https://www.communityfoundation.ie/). * We will store your data in a confidential and secure manner. For EPIC participants we are required by our funders to store your data until 31/12/2033. In the case of those who apply but do not start a programme, we will retain your data for 1 year. * For participants starting a work placement, we may be required to provide personal data, including sensitive data (e.g. health and any unspent criminal convictions), to a potential placement company so that we can make a good match.   **Consent**  Please sign below to confirm that the information given is true and complete and that it can be used for the purposes of the programme as outlined above. False or misleading information may lead to an application being disqualified.  **Signed:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**You can send this form in a Word format by email to** [**epic@bitc.ie**](mailto:epic@bitc.ie) **. If you have any questions, please contact us: epic@bitc.ie / 086 839 1313**