

## Under 18 Consent Form

This form is to be completed for students who will be under 18 when they join their course at AECC University College.

A completed signed copy of this form and any required documents (as detailed below), is required before you will be permitted to enrol on your course, and before we will issue the Confirmation of Acceptance for Studies (CAS) required for a Student Visa application (if you require one). This is in accordance with AECC University College Under 18 policy.

### **Step 1: Please ensure this form is fully completed and signed by yourself and your parent/s/legal guardian/s**

#### **(a) If you will need a Student Visa to study in the UK:**

- You must complete all pages
- You must also supply a copy of your birth certificate/certificate of adoption/or a court document detailing legal guardianship.

You must return your form and documents to [admissions@aecc.ac.uk](mailto:admissions@aecc.ac.uk) before we can issue the Confirmation of Acceptance for Studies (CAS) you need for your Visa application

#### **(a) If you will not need a Student visa to study in the UK:**

You are *not* required to complete section 4 ('For Students Requiring a Student Visa'). Please complete all other sections

### **Step 2: Please email your completed form and any required documents to [admissions@aecc.ac.uk](mailto:admissions@aecc.ac.uk) as soon as possible**

**Please note: We will not be able to enrol you on your course until you have done so, and if you require a Student Visa we will not be able to issue your CAS until you have done so.**

### **Privacy Notice**

By completing this form, the Student and their Parent or Guardian hereby provide their consent to the collection and further processing of the personal data contained within this form. This is in accordance with **AECC University College Under 18 Policy.**

## SECTION 1: STUDENT DETAILS

<b>Full Name:</b>	
<b>UCAS Number:</b>	
<b>Date of Birth:</b>	
<b>Course:</b>	

## SECTION 2: DETAILS FOR UK-BASED PARENT OR GUARDIAN

Please tick one of the boxes below to indicate which statement applies, and provide the relevant contact details.

<b>A. Parent/guardian will be resident in the UK</b>			
I, the parent/guardian, intend to be resident in the UK until my son/daughter turns 18 years of age. I acknowledge that as soon as I am no longer able to reside in the UK I will make provision for a UK Guardian and inform the University within one (1) week of any change.			
<b>Parent/Guardian's UK Contact Details -</b>			
<b>Family Name:</b>			
<b>First Names:</b>			
<b>Home phone:</b>		<b>Work phone:</b>	
<b>Mobile phone:</b>			
<b>Email:</b>			
<b>UK Address:</b>			

<b>B. Parent/Guardian will <u>not</u> be resident in the UK</b>			
I, the parent/guardian, <b>do <u>not</u> intend to be resident in the UK.</b> Until my son/daughter turns 18 years of age I have arranged for a <b>nominee</b> who is over the age of 18 years and is resident in the UK to act as a UK Guardian.			
<b>*Contact Details for UK-based Nominee -</b>			
<b>Family Name:</b>			
<b>First Names:</b>			
<b>Home phone:</b>		<b>Work phone:</b>	
<b>Mobile phone:</b>			
<b>Email:</b>			
<b>UK Address:</b>			

### SECTION 3: CONSENT

- **Parent/Guardian Consent** – This must be signed by **both** of the student’s parents/legal guardians, unless only one parent/legal guardian has sole legal responsibility for the student (in which case you must indicate below that this is the case).

<p>I, the Parent/Guardian:</p> <ul style="list-style-type: none"> <li>• Confirm that I have read AECC <u>University College Under 18 Policy</u> and understand the nature of the University College's relationship with its students under the age of 18</li> <li>• Hereby provide my consent for my child to enrol and attend AECC University College</li> <li>• <b>Am aware that emergency treatment may be given in case of a medical emergency<sup>1</sup>.</b></li> <li>• <b>Parents/Legal Guardians of a student sponsored under Student Visa license only:</b> I also confirm that I have given my consent to the student making, or having made, a Student Visa application.</li> <li>• <b>Parents/Legal Guardians of a student sponsored under Student Visa license only:</b> Have completed Section 4 of this document.</li> </ul>	
<p><b>Mother or Legal Guardian of the above-named student:</b></p> <p>Print Name .....</p>	<p>Signature: .....</p> <p>Date: .....</p>
<p><b>Father or Legal Guardian of the above-named student:</b></p> <p>Print name: .....</p>	<p>Signature: .....</p> <p>Date: .....</p>
<p><b>If there is only one signature above, I confirm that I have sole parental/legal responsibility for the student:</b></p> <p>Signature:</p> <p>.....</p> <p>Print Name:</p> <p>.....</p>	

- **Student Consent**

<p>I, the Student:</p> <ul style="list-style-type: none"> <li>• Confirm that I have read the <u>AECC University College Under 18 Policy</u> and understand the nature of AECC University College relationship with its students under the age of 18</li> <li>• Hereby provide my consent to AECC University College processing the personal and sensitive personal data about me which I choose to submit, for the purposes set out in this Policy</li> </ul>	
<p>Print Name.....</p>	<p>Signature:</p> <p>.....</p> <p>Date:</p> <p>.....</p>

<sup>1</sup> Whilst in England & Wales, a child will be subject to English and Welsh law which says that a child aged between 16 and 18 (or under 16 and of sufficient maturity to understand the nature and implications of the proposed treatment) can give valid consent to medical treatment.

Under the age of 18, a person with parental responsibility can also consent to a child's medical treatment, but cannot countermand consent validly given by a child. Please see this website for further information: <https://www.nhs.uk/conditions/consent-to-treatment/children/>.

**SECTION 4: INTERNATIONAL STUDENTS ONLY TO COMPLETE**

**\*YOU MUST ONLY COMPLETE THIS SECTION IF THE STUDENT WILL BE SPONSORED UNDER AECC UNIVERSITY COLLEGE'S STUDENT VISA LICENCE**

<b>Proof of Relationship</b>	
<p>Please enclose a <u>copy</u> of one of the following documents to prove your relationship with the student as their parent or legal guardian (translated into English if necessary):</p> <ul style="list-style-type: none"> <li>• <b>Birth Certificate</b></li> <li>• <b>Certificate of Adoption</b></li> <li>• <b>Legal Document</b></li> </ul> <p><i>(Please do not provide the original document as we cannot guarantee its safe return)</i></p>	<p><b>To be completed by one of the parents/legal guardians who is named on the document:</b></p> <p><i>I confirm that a copy of the relevant document is enclosed/attached with this form and that this is a genuine copy of the original document.</i></p> <p>Name: .....</p> <p>Signature: .....</p> <p>Date: .....</p>

<b>Confirmation of Student's Travel, Reception and Accommodation Arrangements</b>	
<p>How will the student travel to the UK?</p>	<p>Method of travel: .....</p> <p>Date of travel: .....</p> <p>Will the student be accompanied? Yes/No (<i>delete as appropriate</i>)</p> <p>If Yes, by whom? .....</p>
<p>How will the student be met when they arrive in the UK?</p>	<p>Who will meet them: .....</p> <p>Where &amp; when they will be met: .....</p> <p>Details of Taxi Company picking them up (if relevant): .....</p> <p>Any other relevant details: ..... ..... .....</p>

What are the student's living arrangements in the UK?

Full address:

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Contact telephone number:

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Who will be residing there:

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Any other relevant details:

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