**QF20**

## Application Form

# Merchant Navy Cadet Programme

Please read the Merchant Navy Officer Cadet Programme Information and the notes at the end of this form carefully before completing this form.

The completed and signed form should be scanned then emailed to:

cadets.shetland@uhi.ac.uk

***OR*** the completed form should be returned to the Shetland UHI’s **Senior Lecturer – Extended Maritime Courses** at Shetland UHI, Gremista, Lerwick, Shetland ZE1 0PX.

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| **Programme(s) Applied For:** | **Deck Officer** |  | **Engineer Officer** |  |

### Personal Details

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| **Surname / Family Name:** |  |
| **Other Names:** |  |

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| --- | --- | --- | --- | --- | --- |
| **Nationality:** |  | **Date of Birth:** |  | **Gender** | M / F |

### Contact Details:

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| **Address:** |  |
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|  |  | **Post Code:** |  |

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| **Email:** |  | **Tel No.:** |  |
|  |  | **Mobile:** |  |

### Academic Qualifications

(School, college and university - most recent first. Please include those already completed, and those you are entered for.)

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| **Title** | **Level** | **Date** | **Grade** | **School, College or University** |
| **Achieved** | **Expected** |
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### Other Qualifications

(Professional and vocational - most recent first. Please include those already completed, and those you are entered for.)

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| **Title** | **Level** | **Date** | **Grade** | **Awarding Body or Organisation** |
| **Achieved** | **Expected** |
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### Employment

(Please give details of your present employment – if any – and of any previous employment.)

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| **Employer** | **Position** | **From** | **To** | **Reason for Leaving** |
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### Personal Statement

Please describe your reasons for applying for the cadet programme, why you wish to become a Merchant Navy officer, and how you believe your qualifications, experience and personal attributes equip you for this role.

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### Other Information

Please provide any other information that may be relevant to your application.

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### Notes

**Employment / Sponsorship:** acceptance on the Merchant Navy Officer Cadet Programme is dependent on the applicant being employed or sponsored by a shipping company, ship manager, or by another organisation on their behalf who will provide the sea service and at-sea training necessary for the award of an MCA certificate of competency.

In addition to completing this form applicants will be required to apply directly to one or more of these companies or organisations. Shetland UHI will assist applicants in identifying employment and sponsorship opportunities and in completing the necessary applications.

**Medical:** Officer Cadets must be physically and mentally fit for service at sea, with good vision (not colour blind), and will have to pass an MCA ENG1 medical examination. Shetland UHI can provide further information and guidance if required.

**Queries:** If you have any queries about the Merchant Navy Officer Cadet Programme or about completing this form, please contact the Head of Merchant Navy Cadet Programme by email (cadets.shetland@uhi.ac.uk) or telephone (01595 772000).

### Declaration

I certify that I have read and understood the information provided about the Shetland UHI Cadet Programme, including the notes above, and that the information given on this application is correct and complete.

#### Data Protection Act 1998

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| **Shetland UHI takes data protection and data security seriously. We have put in place appropriate technical and organisational measures to ensure that all candidates’ data (and other data we hold) is held securely and personal data is used in accordance with General Data Protection Regulations.** **The QF20 Application Form, collects the data necessary for your application and it won’t be used for any other purpose. Your personal data will be processed by Shetland UHI and where necessary, will be shared with third party training management and sponsor companies. We will use your information to contact you about your course. We will retain your Application Data until close of applications and then, if you are accepted onto a course, we will keep it until your course is completed. If you do not start a course, we will destroy your Application Data after one year and you will have to re-apply.****Your data protection rights are explained more fully in our Privacy Statement on our website** https://www.shetland.uhi.ac.uk/about-us/data-protection-/ |
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| **Signature of Applicant:** |  | **Date:** |  |

**Signature of Parent or legal Guardian** (if applicant is under 18 years of age).

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| **Signature** |  | **Relationship** |  |
| **Name** |  | **Date** |  |