

Applications should be sent to University Camilo Jose Cela (UCJC) who will coordinate with Astac Spain SL and with Astac Ltd. Please e mail this document to cdetorres@ucjc.edu (and copy to atc@astacspain.com) or if this is not possible it may be printed and posted to

**Carmen de Torres Piña
Secretaria Departamento Transporte y Logística
Universidad Camilo José Cela
Castillo de Alarcón, 49
Villafranca del Castillo
28692 Madrid**

An acknowledgment of receipt should be sent to you within 48 hours. If you have not received this then please either resend or telephone UCJC (918153131, Carmen de Torres/Miguel Morales)

Enquiries in respect of the course and technical questions should be submitted to Miguel Morales at UCJC by e mail to mmorales@ucjc.edu or/and Paul Hinchcliffe at Astac Ltd by e mail to paul.hinchcliffe@astac.co.uk

Notes for Guidance

Data Protection Statement

By signing this form you are consenting to the University Camilo José Cela, the University of Gloucestershire, Astac Spain SL and Astac Ltd using the information provided from time to time, along with any further information about you that the Universities may hold, for the purposes set out solely in accordance with your application to attend on courses in respect of air traffic control training.

The information that you provide on your application form will be used for the following purposes:

- To enable your application for entry to be considered and allow our Admission Advisors, where applicable, to assist you through the application process;
- To enable the university to initiate your student record should you be offered a place at the university
- Please mark an X in the boxes as required

This is a word document please add extra lines if required.

If you are an international student please complete your IELTS English ability or equivalent qualification

CORE DETAILS

	Complete details in this column
Date of Application	
Name	
Address	
E mail	
Telephone	
Fax	
If employed	
Name of Employer	
Address of Employer	
Date of Birth	Day <input type="text"/> Month <input type="text"/> Year <input type="text"/>
Age	
Existing Controller	YES <input type="checkbox"/> NO <input type="checkbox"/>
When would you like to start	2010 <input type="text"/> 2011 <input type="text"/>

Educational Background			
Give details of further or higher education since leaving school. Please provide information on qualifications already obtained and examinations still to be taken.			
Name of institution/ address	Dates (month-year)	Qualifications (including class & division or grade obtained if known)	Main subject
	from		
	to		
	from		
	to		
	from		
	to		
	from		
	to		

**UNIVERSIDAD CAMILO JOSÉ CELA
ASTAC SPAIN SL – ASTAC LTD
AIR TRAFFIC CONTROL TRAINING
APPLICATION FORM – ICAO 050 and ICAO 051**

FOR OFFICE USE ONLY
APPLICATION NO:

EMPLOYMENT DETAILS/ OTHER EXPERIENCES			
Continue on a separate page if necessary. Indicate here if you have done this <input type="checkbox"/>			
Employer	Title and duties of post	From	To
PERSONAL STATEMENT			
State your reasons for wishing to pursue the course for which you have applied and relevant information about your background that might help us in assessing your application			
Continue on a separate sheet if necessary. Indicate here if you have done this <input type="checkbox"/>			

FINANCIAL BACKGROUND

It is important that you give full consideration to how you will be able to finance your studies. Please tick as many boxes as apply;

- Self
- Family
- Employer
- Other Please give details

***NB:** No Student will be admitted to the training without providing satisfactory evidence of their ability to meet the expenses of their proposed course*

FINDING ABOUT THE COURSE

How did you first learn about this particular programme of Air Traffic Control training?

- Press Advertisement
- Prospectus
- Employer
- Internet
- Met a University Representative
- Current Student at the University
- Advise from another education establishment
- Airport contact
- Other

ENGLISH LANGUAGE COMPETENCE		
<p>Students educated outside the UK in countries where English is not the first language must provide, before they can be admitted to their chosen degree programme at the university, evidence that they have sufficient command of both spoken and written English. Acceptable evidence includes: GCSE/O/L English Language at grade C or above; an overall score of 6.5 in the British Council IELTS test (depending on the department); or equivalent in TOEFL or similar recognised body You will be required to submit originals or certified copies of any certificates and score reports.</p>		
<p>a) Is English your first language? Yes <input type="checkbox"/> No <input type="checkbox"/></p>		
<p>b) Please list any formal English Language Qualifications with results obtained (ie IELTS, TOEFL, GCE, GCSE)</p>		
English Qualification	Results	Date
<p><i>NB: If you would like to receive further information on English Language Programmes on offer please tick the box</i></p> <p style="text-align: center;"><input type="checkbox"/></p>		

SPECIAL NEEDS OR SUPPORT

Please state any support required as a consequence of any disability or medical condition stated under 'monitoring information'

OTHER INFORMATION

Do you have any criminal convictions?

Yes

No

NB: you are required to state whether or not you have any criminal convictions, excluding motoring offences for which a fine and/or up to three penalty points were imposed. If you tick the 'yes' box, you may be required to provide details of any convictions.

Applications to other institutions: Please give details of study for which you are applying at this time.

MONITORING INFORMATION

The University is committed to a policy of equal opportunities. In order to monitor the effectiveness of this policy, applicants are asked to complete this monitoring form. These statistics are used solely for the purposes of monitoring applications and admission rates and form no part of the selection procedures. If you do not wish to disclose this information you may tick the last box.

Please return your form to Astac. The monitoring form will be separated from your application which will be forwarded to the Department for consideration.

Please tick the box which you feel describes your ethnic origin.

<input type="checkbox"/> White-Spanish	<input type="checkbox"/> White- Other European
<input type="checkbox"/> Other White Background	<input type="checkbox"/> Black or Black British- Caribbean
<input type="checkbox"/> Black or Black British- African	<input type="checkbox"/> Other Black Background
<input type="checkbox"/> Asian or Asian British- Indian	<input type="checkbox"/> Asian or Asian British- Pakistani
<input type="checkbox"/> Asian or Asian British- Bangladeshi	<input type="checkbox"/> Asian or Asian British- Other
<input type="checkbox"/> Chinese or Other Ethnic Backgrounds	<input type="checkbox"/> Other Asian Backgrounds
<input type="checkbox"/> Mixed- White and Black Caribbean	<input type="checkbox"/> Mixed- White and Asian
<input type="checkbox"/> Other Mixed Background	<input type="checkbox"/> Other Ethnic Backgrounds
<input type="checkbox"/> Not Known	<input type="checkbox"/> Information refused

TO BE COMPLETED BY ALL STUDENTS

There are strict medical requirements in respect of working as an air traffic controller, and if you are accepted you will have to complete a medical with the Civil Aviation Authority

Please tick the box next to any of the statements which may be appropriate to you.

- You do not have a disability nor are aware of any additional support requirements in study
- You have dyslexia
- You are blind/partially sight/sight impairment including colour blindness
- You are deaf/have a hearing impairment
- You are a wheelchair user or have mobile difficulties
- You have had heart problems
- You need personal care support
- You have mental health difficulties
- You have an unseen disability e.g. diabetes, epilepsy, asthma
- You have a disability not listed above

Please Specify

INSTRUCCIONES

La Ficha de Inscripción cumplimentada se debe mandar por fax (91.8609333) y por correo certificado a la Secretaría del Departamento de Transporte y Logística de la Universidad Camilo José Cela (puede adelantarse por e mail a cdetorres@ucjc.edu):

A/A Doña Carmen de Torres Piña
Secretaria Departamento GA y CCTL
Universidad Camilo José Cela
C/ Castillo de Alarcón, 49
Villafranca del Castillo
28692 Madrid

El proceso de selección para la primera promoción (QUE COMIENZA EL 16 DE AGOSTO EN LA UCJC) finaliza el día 13 de julio con el test de nivel de inglés y el test de aptitud (feast de EUROCONTROL) por lo que, **la fecha límite de recepción de la hoja de inscripción por fax será el 9 de julio de 2010 a las 17'00 horas.**

A las pruebas que se celebrarán los días 12 y 13 de julio en la UCJC habrá que presentar el certificado médico clase 3 Inicial (Estudiante controlador aéreo) que podrá realizarse en cualquiera de los centros acreditados para ello (El informe del reconocimiento médico es privado -no oficial- e indica si se es apto o no para la profesión de controlador aéreo).

Las pruebas de selección tienen un coste, no reembolsable, de 100€ que deberán ingresarse, antes de dichas pruebas (para ser admitido a la prueba se deberá presentar el justificante del ingreso) en **la cuenta del Banco Santander Central Hispano 0049 0789 53 2310917807, a nombre de Centro de Enseñanza Universitario SEK, S.A. (Universidad Camilo José Cela), siendo imprescindible indicar el nombre del curso y el nombre y apellidos del alumno.**

Los aspirantes deben presentarse a realizar las pruebas el día y hora en que hayan sido convocados. Aquellos que no se presenten perderán el derecho a realizar dichas pruebas y el derecho a la devolución del importe pagado por dicho concepto. Todos los aspirantes deberán identificarse, previamente al inicio de cada prueba, mediante DIN, Carnet de conducir o Pasaporte.

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El día 15 de julio se publicará la relación ordenada de los aspirantes, siendo elegidos para la primera promoción los veinticuatro (24) primeros. Aquellos aspirantes que hayan sido **admitidos al curso se les notificará vía e-mail ANTES del 21 de julio**, comunicándoles el procedimiento para efectuar la reserva de plaza definitiva.

FICHA DE INSCRIPCIÓN
AIR TRAFFIC CONTROL TRAINING

DATOS PERSONALES

DNI, Pasaporte o Permiso de Residencia:
Apellidos: Nombre:
Dirección: Nº..... Piso:.....
C.P.:..... Localidad:Provincia:.....
País..... Nacionalidad.....
Tel.: Móvil: Fax:
.....
e-mail:

DATOS ACADÉMICOS

Titulación:
Institución:
Año en que finalizó sus estudios:

DATOS PROFESIONALES

Empresa en la que trabaja:
Cargo que desempeña:
Dirección: Nº..... Piso:.....
C.P.:..... Localidad:Provincia:.....
Tel.:Fax:.....e-mail:.....

Los datos personales recogidos en el proceso de matriculación serán registrados, bajo la responsabilidad de Centro de Enseñanza Universitaria SEK, S.A. (Universidad Camilo José Cela), en el fichero automatizado que se encuentra inscrito en el Registro General de Protección de Datos de la Agencia Española de Protección de Datos, de acuerdo con el artículo 5º de la L.O.15/1999, de 13 de diciembre, de Protección de Datos de Carácter Personal..

Por la L.O. 15/1999, de 13 de diciembre, de Protección de Carácter Personal, usted podrá acceder, rectificar o cancelar su información, poniéndose en contacto con CEUSEK, S.A., en la C/ Castillo de Alarcón, 49. 28692 Madrid. Tlf.: 918153131.

El abajo firmante declara ser ciertos los datos contenidos en este impreso, y testimonia su conformidad.

....., a.....de..... de 2010

Firma

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