All cautions, convictions, final warnings and reprimands that will not be filtered will need to be disclosed to us.

**For more information about what you should declare, please see the DBS website filtering guidance link** <https://www.gov.uk/government/publications/dbs-filtering-guidance>

Additional assistance can be obtained from a national charity Unlock – information can be found here [www.unlock.org.uk](http://www.unlock.org.uk)

If you want to get in touch with Unlock, email them on [enquiries@unlock.org.uk](http://d.cuatro.purlsmail.com/sendlink.asp?HitID=1379515678668&StID=22036&SID=6&NID=449801&EmID=4925020&Link=aHR0cDovL2VucXVpcmllc0B1bmxvY2sub3JnLnVr&token=f96037eab93ea31a26190b5ce6f68630287d2925) or call 01634 247 350.

|  |
| --- |
| **Full Name:** |
| **UCAS Number:** |
| **Course Applied for: Proposed Year of Entry:** |
| **Details of the Offence(s) continue on a separate sheet if necessary** |
| **Date** | **Nature of Offence** | **Outcome (i.e. fine, sentence, caution/warning, etc)** | **Brief Description of Events surrounding incident(s)** |
|  |  |  |  |

We **may** require a referee who can discuss the above offence(s)

|  |
| --- |
| Full Name: |
| Position/Role/Relationship |
| Full postal address |
| Telephone |
| Email |
| **[ ]** I give permission for the above named person to provide details of my offence(s) to a member of Admissions staff at Bournemouth University  |

If you are considering returning your form by email then please visit our returning forms webpage ([www.bournemouth.ac.uk/return-forms](http://www.bournemouth.ac.uk/return-forms)) to find out more about how to encrypt your form before emailing it.

You consent to the data (including any sensitive personal data) provided on this form being used and retained by Bournemouth University for the purpose of assessing your application. The data will be held as required for the purpose in accordance with the Data Protection Act, our [website privacy and cookies policy](http://www.bournemouth.ac.uk/privacy) and our [student privacy notice](https://www1.bournemouth.ac.uk/about/governance/access-information/student-privacy-notice). Please note that we may outsource responsibility for processing your data on our behalf to third parties

**[ ]  Please tick the box confirming all information supplied is true, accurate and complete.**