

# **NIHR ARC East Midlands**

# **PhD Studentship**

**Ref: ARC/Op2024**

# **Application Form 2024**

Notes for guidance

1. These doctoral studentship opportunities are funded by NIHR ARC East Midlands (ARC EM).
2. This form should only be used if you wish to apply to undertake the advertised studentship (ref: ARC/Op2024), which will be hosted at a university within the East Midlands region.
3. Please answer all the questions posed. Word limits are suggestive of how much content we expect to see. Please try and meet these, and address any significant shortfalls prior to application submission.
4. In applying for the funding, applicants agree to meet the expectations of ARC EM in regards to:
	1. Data collection is based in the East Midlands; you are welcome to reach further than this – but you must include the East Midlands as your primary data collection site. We would also expect that you have the support of any health / social care organisations involved in the research (as collaborators or data collection sites) at the point of application;
	2. PPIE / public involvement in research in a manner appropriate to the PhD;
	3. Equality Diversity and Inclusion (EDI) assessment of work;
	4. Completion of quarterly progress reports and risk reporting;
	5. Lay study summary included on the ARC EM webpage;
	6. NIHR disclaimer statement to be added to all publications and outputs the student produces;
	7. Completion of annual Researchfish reporting;
	8. Responding to information requests from the ARC EM team and the NIHR in a timely manner;
	9. Engaging with the wider ARC and in particular, with ARC EM PhD colleagues;
	10. Participating in training / dissemination sessions as required (limited number);
	11. Continuing to keep ARC EM and NIHR colleagues updated about your research impact and career development post completion of award (up to 5 years after end of funding).
5. The proposed PhD should complement the ARC EM’s existing [portfolio of work](https://arc-em.nihr.ac.uk/research) and its stated [organisational aim](http://arc-em.nihr.ac.uk/about/our-priorities). Work should also directly address the 2023 Department of Health and Social Care’s [Areas of Research Interest](https://www.gov.uk/government/publications/department-of-health-areas-of-research-interest/department-of-health-areas-of-research-interest), ideally, also address one or more of the challenges identified by our regional Integrated Care Systems (of which there are 5).
6. Applicants are strongly encouraged to contact the ARC’s Academic Career Development Lead, Dr Emma Rowley to discuss your ideas prior to submitting your application, as the ARC does not support all areas of applied health and social care research. Please note, Dr Rowley will be unavailable between 12-16/02/2024 and 29/03/2024–15/04/2024 and so it is suggested that contact is made as soon as possible.
7. For full-time students, ARC will award a tax-free stipend at the standard [UKR&I rates](https://www.ukri.org/what-we-do/developing-people-and-skills/find-studentships-and-doctoral-training/changes-to-the-minimum-stipend-from-1-october-2023/#contents-list) for UK students. In 2024/25, we expect this to be offered at £19,237 per annum (stipend) and £4,786 per annum (university fees). Part-time awards will be 50% pro rata these amounts and will be spread over 6 years.
8. Each studentship is supplemented by an additional £3,000 funding to support research costs, dissemination and training. Applicants should evidence how these costs will be used and when. If further research and dissemination funds are required, applicants should provide evidence (at point of application) of how these are to be covered (we would expect host universities to offer this).
9. We expect host universities to provide office and IT facilities, including access to a computer for the student to use throughout their doctoral studies.
10. Awards will be made for 3 years (full time registration) or 6 years (part time status).
11. Applicants must provide proof of university offer (place on PhD programme) at point of application – without this, applications will not be shortlisted.
12. International students are eligible to apply, but need to provide written evidence of how the shortfall in funding will be covered at the time of application (noting the stipend offered cannot be used to cover international postgraduate fees).
13. All research being undertaken as part of the ARC EM’s PhD programme should aim to make a difference to health and/or social care practice in the UK within 5 years of completion.
14. When completing the form please ensure that you provide your full name (surname/family name and forenames) in the order they appear in your official documents i.e. passport.
15. If supporting documents are not in English, we require officially translated versions as well as copies in the original language.
16. Please send your completed forms to ARC-EM-training@nottingham.ac.uk.
17. **Applications should be received by 23.59pm on 28th April 2024. Applications received after this date/time will not be accepted.**
18. Applicants who are successfully shortlisted will be invited to the next stage of the recruitment process, and should make themselves available to be interviewed.
19. Interviews will take place online on either 4th or 6th June 2024, via Microsoft Teams. Interviewees will be expected to give a short (5 minute) presentation of their PhD proposal to a panel of senior academics.
20. The successful applicant is required to register for and commence their PhD at a university based in the East Midlands by October 2024.

If you have any questions about completing the application form, or would like to discuss the awards in more detail, please do not hesitate to contact the ARC’s Training Lead, Dr Emma Rowley: Emma.Rowley@nottingham.ac.uk

Data protection statement

By submitting this form you are consenting to NIHR ARC East Midlands using the information provided from time to time for the purposes of exploring the capacity development programme operating across the East Midlands.

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 recruitment and award team, where applicable, to assist you through the application process;
* To enable us to compile statistics, or to assist other organisations to do so about academic research careers. No statistical information will be published that would identify you personally;
* To enable us to initiate your Award record should you be offered funding.

Essential recruitment criteria

AF = Application Form
I = Interview

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| CRITERIA | EVIDENCE | DEMONSTRATED |
| QUALIFICATION | The applicant evidences the award of a 2.1 or above at undergraduate degree level. Dependent on the University / department nominated to host PhD, the applicant evidences the award of a relevant Masters degree. | AF |
| EXPERIENCE | The applicant demonstrates previous research experience relevant to undertaking a PhD, and understanding of research approaches (including methods and theories appropriate to their proposed research).  | AF/I |
| FOCUS | The applicant demonstrates how the proposed research complements ARC EM’s portfolio of work / organisational objectives, the DHSC Annual Research Priority areas (2023), and regional integrated care system challanges. The applicant includes PPIE within their work and outlines how this will continue.The applicant considers EDI issues relating to their proposed work.  | AF/I |
| SUPPORT | The applicant provides appropriate written testimonials regarding their suitability to conduct PhD level research, from 2 prospective PhD supervisors based at their chosen university. If they are a clinical academic, they also include clinical academic mentorship.The applicant provides written evidence from the chosen university, evidencing agreement to host the PhD studentship, subject to funding being awarded. | AF |
| MOTIVATION | The applicant demonstrates motivation to improve health/social care practice through research leadership and application to their field. | I |
| FUTURE AMBITIONS | The applicant presents a strong case for their proposed research, and demonstrates how undertaking and completing a PhD will assist in their proposed career development.  | AF/I |
| COMMITMENT | The applicant demonstrates the motivation and ability to carry out a PhD, and to their research making an impact in UK health/social care practice within 5 years of the completion of their PhD.  | AF/I |

NIHR ARC EM PhD studentship award 2024 application

**This form should be completed and returned (along with supporting documentation as required) to** **ARC-EM-training@nottingham.ac.uk** **by 23.59 (BST) on 28th April 2024. Applications received after this time will not be accepted.**

|  |
| --- |
| Personal details |
| Surname/Family Name: | First/Given Name(s): |
| Previous Surname/Family Name (if applicable): | Title (Mr, Mrs, Ms, etc.): |
| Date of Birth: | Nationality: |
| Country of Birth: | Country of Permanent Residence: |
| Permanent Home Address:  | Address for Correspondence: (If different from home address) |
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|  |  |
| Post Code: | Post Code: |
| Tel: | Tel: |
| Email: | Email: |
| Educational attainment |
| Give details of the three highest qualifications, further or higher education, since leaving school. Please provide information on qualifications already obtained and examinations still to be taken with the most recent first. |
| Name of Institution | Dates of attendance(mm/yyyy) | Qualification/Award (include class or grade) | Main Subjects |
|  | From: |  |  |
| To: |
|  | From: |  |  |
| To: |
|  | From: |  |  |
| To: |
| Employment details/other experience |
| Give details of any professional or research experience relevant to your application. Please add additional lines as necessary. |
| Employer | Title and duties of post | From | To |
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| English language competence |
| Applicants educated outside the UK in countries where English is not the first language must provide evidence that they have sufficient command of both spoken and written English. Please submit originals or certified copies of any certificates and score reports. |
| a) Is English your first language? [ ]  Yes [ ]  No |
| b) Is/was English the language of instruction of your first degree? [ ]  Yes [ ]  NoIf yes, please provide written confirmation from the institution where you undertook your studies, that English was the language of instruction. |
| c) Please list any formal English Language qualifications with results obtained (i.e. IELTS, TOEFL, GCE, GCSE) and the dates you took the test, or will be taking the test. Please add additional lines as necessary. |
| English Qualification | Result | Date |
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| About the PhD programme you wish to register for |
|  [ ]  de Montfort University [ ]  Loughborough University  [ ]  Nottingham Trent University [ ]  University of Derby  |  [ ]  University of Leicester  [ ]  University of Lincoln  [ ]  University of Northampton  [ ]  University of Nottingham  |
| Please provide written evidence (on institutional letter-headed paper) that your chosen University has offered you a place on their PhD programme, subject to being awarded funding. Please note, that without this evidence, your application will not be accepted.  | [ ]  |
| Some Departments require incoming PhD students to have been awarded a postgraduate Masters degree. Please confirm that either:  |
| My chosen University / Department requires that I have a postgraduate Masters degree, and I meet this eligibility criteria  | [ ]  |
| This is not the case for my chosen Department (and provide evidence of entry criteria)  | [ ]  |
| When do you intend to start your PhD studentship? |
| Do you intend to study on a full time or part time basis?  |
| Full time [ ]  | Part time [ ]  |
| Supervisors details:You must have 2 academic supervisors, both of whom should be based at a university based in the East Midlands.  |
| Supervisor # 1 |
| Name: |  |
| Job Title: |  |
| Organisation: |  |
| Email address: |  |
| Supervisor # 2 |
| Name: |  |
| Job Title: |  |
| Organisation: |  |
| Email address: |  |
| It may be relevant for you to have a 3rd supervisor, or a clinical mentor / supervisor. If so, please add their details here: |
| How did you hear about this award? |
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| About your proposed research |
| Please complete ALL of the following sections – word limits are given as guides for how much information we expect to see included  |
| * + - 1. What is the title of your proposed PhD study?
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| * + - 1. Scientific research protocol (2000 words maximum)

Please ensure that you outline the existing evidence (scientific background), the gap/problem (why the research is needed), what you propose to do (research questions, theory/approach and methods) and when, and where you propose to carry out the research (site locations). Full bibliographic references should be provided, and are not included within the 2000 word limit. |
|  |
| * + - 1. Lay (non-academic) summary of your proposed work (250 words maximum)
 |
|  |
| * + - 1. Which of the Department of Health and Social Care ‘[areas of research interest](https://www.gov.uk/government/publications/department-of-health-areas-of-research-interest/department-of-health-areas-of-research-interest)’ does your proposed work address?
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| 1. Which of the following Areas of Research Interest does your work fall into?

(choose at least one) |
| [ ]  ARI 1: Early action to prevent poor health outcomes | [ ]  ARI 2: Reduction of compound pressures on the NHS and social care | [ ]  ARI 3: Shaping and supporting the health and social care workforce of the future |
| 1. Which of the following cross-cutting themes does your work fall into?

(choose at least one) |
| [ ]  Reducing health disparities and improving health and economic outcomes | [ ]  Promoting economic growth by delivering a healthier workforce, a more efficient NHS, and a higher skilled health and social care workforce | [ ]  Accelerating the adoption and scale of innovation in the health and care system |
| 1. Which of the following cross-cutting methodologies does your work fall into?

(choose at least one) |
| [ ]  Systems Thinking | [ ]  Data Science | [ ]  Economics of Health |
| [ ]  Behavioural Science | [ ]  Implementation Science  | [ ]  Evidence Synthesis |

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| * + - 1. How does your work addresses regional Integrated Care Systems’ challenges?

(500 words maximum)  |
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| 1. Which ARC EM theme does your work fit into?
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| [ ]  Mental Health & Wellbeing  | [ ]  Multiple Long-Term Conditions | [ ]  Building Community Resilence and Enabling Independence (e.g. care homes, frailty, stroke, ambulance…) |
| [ ]  Translating and Implementing Sustainable Service Improvements (e.g. Implementation Science)  | [ ]  Data2Health (e.g. Data Science) | [ ]  Ethnicity and Health Inequalities  |

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| 1. Explain how your proposed work complements ARC EM’s [portfolio of work / organisational objectives](https://arc-em.nihr.ac.uk/about)

(250 words maximum) |
|  |
| 1. Public & Patient Involvement and Engagement (PPIE) is mandatory in all ARC EM work. Public involvement in research enables research to be carried out ‘with’ or ‘by’ members of the public rather than ‘to’, ‘about’ or ‘for’ them.  It is an active and continual partnership between patients, carers and members of the public with researchers that influences and shapes research. Involvement and engagement activities can however include all stakeholders of the research, not just patients and members of the public. For advice, please see [ARC EM PPIE approach](https://arc-em.nihr.ac.uk/resources/ppie-guidance) and [NIHR guidance on PPIE](https://www.nihr.ac.uk/documents/briefing-notes-for-researchers-public-involvement-in-nhs-health-and-social-care-research/27371)
2. How have you included PPIE in your application to date? For example, how did PPIE members help to shape your research questions, approach, methodology, dissemination plans?

(250 words maximum)1. How will you develop PPIE in your work going forwards?

(250 words maximum) |
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| 1. An Equality Impact Assessment is a process designed to ensure that the study does not discriminate against any disadvantaged or vulnerable people protected by the Equality Act 2010. Further information can be found at: <https://www.equalityhumanrights.com/en/equality-act/protected-characteristics>.
2. Outline all equality considerations or issues arising from the background work/research that you have already carried out in relation to the proposed study

(250 words maximum)1. What additional equality considerations/issues do you anticipate arising from your proposed study?

(250 words maximum) |
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| 1. How will your proposed PhD make an impact on UK health/social care and when?

(250 words maximum) |
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| 1. Outline your experience and skills that make you suitable for PhD level research and successfully completing the proposed study?

(500 words maximum) |
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| 1. How will your proposed PhD assist in your career development?

(250 words maximum) |
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| 1. There is a total of £3,000 set aside for research costs, travel, dissemination or training included in this studentship.
	1. Please explain how and when you would use this.
	2. Any costs over this amount will need to be covered by your host organisaton. Please provide written evidence from the person / organisation covering the costs confirming their agreement to do so.
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| Supporting letters are required from both of your proposed academic supervisors, and should be on institutional letter headed paper (PDF versions are acceptable). Emails will not be accepted. Letters should be sent with your application to ARC-EM-training@nottingham.ac.uk. Applications without these will not be shortlisted.  |
| Please confirm that you have attached the following requested documents: |
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| --- | --- | --- | --- |
| 2 x letters of support from academic supervisors attached? | [ ]  Yes  | [ ]  No |  |
| Evidence from chosen university to agree to host PhD attached? | [ ]  Yes  | [ ]  No |  |
| PDF copies of Undergraduate (and if relevant, Masters) degree certificates attached?   | [ ]  Yes  | [ ]  No |  |
| PDF copies of Undergraduate (and if relevant, Masters) degree academic transcripts attached?   | [ ]  Yes  | [ ]  No |  |
| Confirmation of funding for non-pay costs attached?  | [ ]  Yes  | [ ]  No | [ ]  N/A |
| Copies of English Language certificates (if relevant) attached?  | [ ]  Yes  | [ ]  No | [ ]  N/A |

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| Declarations |
| Please confirm the total amount of funding requested.  | £ |
| [ ]  I confirm that the information given on this form is true, complete and accurate and no information requested or other material information has been omitted. |
| I can confirm that:

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|[ ]  The data collection proposed is based in the East Midlands. |
|[ ]  I have the support of any health / social care services involved in the research (as collaborators or data collection sites). |
|[ ]  I have already commenced PPIE involvement in research, in a manner appropriate to the PhD. |
|[ ]  I have considered the equality issues in my proposed work. |

I can confirm that if successfully funded, I will:

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|[ ]  Continue PPIE involvement in research, in a manner appropriate to the PhD. |
|[ ]  Conduct a formal review and assessment of EDI issues in my work. |
|[ ]  Complete quarterly progress reports and risk reporting. |
|[ ]  Provide a lay study summary for the ARC EM webpage. |
|[ ]  Ensure the NIHR disclaimer statement is added to all publications and outputs produced. |
|[ ]  Complete annual Researchfish reporting for up to 5 years after end of funding.  |
|[ ]  Respond to ad hoc information requests from the ARC EM team and the NIHR in a timely manner. |
|[ ]  Engage with the wider ARC and in particular, with ARC EM PhD colleagues. |
|[ ]  Participate in training / dissemination sessions as required (limited number). |
|[ ]  Continue to keep ARC EM and NIHR colleagues updated about your research impact and career development post completion of award (up to 5 years after end of funding). |

 |
| Signed: | Date:  |

**Please send your completed forms to** **ARC-EM-training@nottingham.ac.uk****. Applications should be received by 23.59pm on 28th April 2024. Applications received after this date/time will not be accepted.**

Receipt of applications will be made by 29th April 2024. All eligible applications will be sent for shortlisting on/after 29th April 2024. Applicants shortlisted for interview will be notified week commencing 20th May 2024. Interviews will take place 4th or 6th June 2024 and will be conducted online using MS Teams.

# Separate page

# The following pages will be removed from your application prior to shortlisting.

Equality Monitoring Form

We recognise that the population of the East Midlands is diverse and changing. Completing this form will help us to ensure that our work is fair. It will also help us meet the requirements of the Equality Act 2010.

While providing answers is voluntary, the more open and comprehensive you can be, the fuller the picture we create, thus benefiting the work we do in providing training opportunities across the region.

Your information will be anonymous, and kept confidential and private, though we may use the data from this form for producing statistics, monitoring our work and planning our training plans. **This section of your application will be removed prior to shortlisting.**

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| Age |
| [ ]  20-29  | [ ]  30-39 | [ ]  40-49 | [ ]  50-59 | [ ]  60 and over |

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| Disability A disability is a physical or mental impairment which impacts on your ability to do day-to-day activities and, which has lasted, or is expected to last for at least 12 months. Do you have a disability? |
| [ ]  Yes | [ ]  No | [ ]  Prefer not to say  |
| If yes, how would you describe your disability? |
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| Gender  |
| [ ]  Male | [ ]  Female | [ ]  Intersex | [ ]  Non-binary | [ ]  Prefer not to say |
| If you prefer to use your own term, please describe below |
|  |
| Do you identify as the same identity you were assigned to at birth?  |
| [ ]  Yes | [ ]  No | [ ]  Prefer not to say  |

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| Ethnic Group What is your ethnic group? Please tick all that apply. |
| White |
| [ ]  English / Welsh / Scottish / Northern Irish / British  | [ ]  Irish | [ ]  Gypsy or Irish Traveller | [ ]  European | [ ]  Any other white background (please describe below) |
|  |
| Mixed / Multiple Ethnic Groups |
| [ ]  White & Black Caribbean | [ ]  White & Black African | [ ]  White and Asian | [ ]  Any other mixed / multiple ethnic background (please describe below) |
|  |
| Asian or Asian British  |
| [ ]  Indian | [ ]  Pakistani | [ ]  Bangladeshi | [ ] Chinese | [ ]  Any other Asian background (please describe below) |
|  |
| African / Caribbean / Black/ Black British |
| [ ]  Caribbean | [ ]  African | [ ]  Any other African / Caribbean / Black background (please describe below) |
|  |
| Other Ethnic Group |
| [ ]  Arab | [ ]  Any other Ethnic group (please describe below) |
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| Pregnancy and Maternity Are you currently pregnant or have you been pregnant in the last year? |
| [ ]  Yes | [ ]  No | [ ]  Prefer not to say |

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| Marriage and Civil PartnershipAre you currently? |
| [ ]  Cohabiting | [ ]  In a civil partnership | [ ]  Married  | [ ]  Single (never married or in a civil partnership) |
| [ ]  Separated (but still legally married or in a civil partnership) | [ ]  Divorced or civil partnership disolved | [ ]  Widowed or a surviving partner from a civil partnership | [ ]  Prefer not to say |

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| Religion and BeliefDo you have a religion or belief? |
| [ ]  No religion | [ ]  No belief | [ ]  Christian | [ ]  Jewish |
| [ ]  Sikh | [ ]  Buddhist | [ ]  Hindu | [ ]  Muslim |
| [ ]  Spiritual | [ ]  Pagan | [ ]  Prefer not to say | [ ]  Other religion or belief (please describe below) |
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| Sexual OrientationWhat is your sexual orientation? |
| [ ]  Asexual | [ ]  Gay man | [ ]  Heterosexual / straight | [ ]  Bi / Bisexual |
| [ ]  Gay woman / lesbian | [ ]  Prefer to self-describe (please describe below) | [ ]  Prefer not to say |  |
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| Caring responsibilitiesA carer is anyone who cares, unpaid, for a friend or family member who due to illness, disability, age or other reasons cannot cope without their support. Do you have any caring responsibilities? (This includes parental responsibilities. Please tick all that apply). |
| [ ]  None | [ ]  Primary carer of a child / children under 18 | [ ]  Primary carer of a disabled child / children | [ ]  Primary carer or assistant of a disabled adult (over 18) |
| [ ]  Primary carer or assistant for an older person / people (over 65) | [ ]  Secondary carer (another person carries out main caring role) | [ ]  Prefer not to say  |  |

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| Refugees and Asylum Seekers A refugee is someone who has been forced to flee his or her country because of persecution, war or violence and who has a well-founded fear of persecution for reasons of race, religion, nationality, political opinion or membership of a particular social group. For the purposes of this form, we are restricting the time period during which the person has arrived in the UK to the last five years. An Asylum seeker is someone who is applying to achieve refugee status. Are You?  |
| [ ]  A refugee (within the last 5 years) | [ ]  An asylum seeker |
| If you are happy to answer, which country or region are you a refugee/asylum seeker from? |
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| LanguageWhat is your first language? |
| [ ]  English | [ ]  Polish | [ ]  Gujarati | [ ] Punjabi |
| [ ]  Urdu | [ ]  Somali | [ ]  Arabic | [ ]  Bengali |
| [ ]  British Sign Language | [ ]  Other |
| If you ticked other, please provide details below  |
|  |

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| --- |
| Geographical locationPlease provide your home postcode |
|  |

# END -