|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Reference: | S | 2 | 5 | 1 | 1 |  |  |  |  |

**EQUAL OPPORTUNITIES APPLICANT MONITORING FORM CONFIDENTIAL**

This form is available in an alternative format. If required, please contact the HR Manager.

*Please complete this form if you are applying for a position at Exeter College.*

Higher Education institutions have a duty to have effective arrangements for the collection and analysis of data for equality monitoring purposes. Any information given will be used ***only*** to support the College’s diversity and equal opportunities policy, and in accordance with the principles of UK data protection legislation in force at the time. The information will be stored electronically, and will be kept strictly confidential and separate from your name and your application.

Completion of this form is voluntary. **It is not part of the selection process and will not be seen by any member of the selection panel.** The information you give will be retained only for statistical purposes and is anonymous.

By submitting this form you confirm that you are freely giving your consent that the data provided in the form will be processed by Exeter College to support its diversity and equality policy. You also confirm that you have read and agree to the terms of the Privacy Policy (including those relating to the use and storage of personal data) as published on the Exeter College website.

The policy and practice of Exeter College require that entry into employment with the College and progression within employment will be determined only by personal merit and the application of criteria which are related to the duties of each particular post. Subject to statutory provisions, no applicant or member of staff will be treated less favourably than another because of any of the above protected characteristics. In all cases, ability to perform the job will be the primary consideration.

*Please answer the questions by completing or ticking the appropriate box.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Sex (this refers to your legal sex)** | Male | Female | Prefer not to say |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Age** | | | | | | | | |
| Under 18 | 18-25 | 26-30 | 31-35 | 36-40 | 41-45 | 46-50 | 51-55 | 56-60 |
| 61-65 | 66-70 | 71 + | Prefer not to say | | | | | |

|  |  |  |  |
| --- | --- | --- | --- |
| **Marriage and Civil Partnership** | | | |
| 1. Are you married? | Yes | No | Prefer not to say |
| 1. Are you in a civil partnership? | Yes | No | Prefer not to say |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Disability** | | | | | |
| 3. | Do you have a disability or long term medical condition?  i.e. a physical or mental impairment, and the impairment has a substantial and long-term adverse effect on your ability to carry out normal day-to-day activities. | | | | |
|  | Yes, please complete Q4. | No known disability | | | Prefer not to say |
|  |  |  | | |  |
| 4. | Please tick one or more boxes: | | | | |
| *4.1:* | Two or more impairments and/or disabling medical conditions | | *4.6:* | A mental health condition, such as depression, anxiety, bipolar disorder, etc. | |
| *4.2:* | A specific learning difficulty such as dyslexia, dyspraxia or AD(H)D | | *4.7:* | A physical impairment or mobility issues | |
| *4.3:* | General learning disability (such as Down’s syndrome) | | *4.8:* | Deaf or serious hearing impairment | |
| *4.4:* | A social/communication impairment such as Asperger’s syndrome/other autistic spectrum disorder | | *4.9:* | Blind or a serious visual impairment uncorrected by glasses | |
| *4.5:* | A long standing illness or health condition such as cancer, HIV, diabetes, epilepsy, chronic fatigue syndrome, etc. | | *4.10:* | A disability, impairment or medical condition not listed above. Please state: ………………………………………………….... | |
|  |  | | *4.11:* | Prefer not to say | |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Ethnic Origin** | | | | | |
| 5. Please describe your ethnic origin: *(please tick one box only)*  *This question is not about nationality, place of birth, or country of citizenship. Ethnic origin is a self-defined concept encompassing common ancestry and elements of culture, identity, religion, language and physical characteristics such as colour. The categories are identical to those used in the latest UK census (correct at the time of writing).* | | | | | |
| **White** | | **Black or Black British** | | **Asian or Asian British** | |
| *5.1:* | White - British | *5.5:* | Black or Black British -Caribbean | *5.8:* | Asian or Asian British - Indian |
| *5.2:* | White - Irish | *5.6:* | Black or Black British - African | *5.9:* | Asian or Asian British - Pakistani |
| *5.3:* | Other white background | *5.7:* | Other black background | *5.10:* | Asian or Asian British - Bangladeshi |
|  | *please specify:…………………………* |  | *please specify:……………………………* | *5.11:* | Chinese |
|  |  |  |  | *5.12:* | Other Asian Background |
|  |  |  |  |  | *please specify:………………………………* |
| ***Gypsy or Traveller*** | | | | | |
| *5.4:* | Gypsy or Traveller |  |  |  |  |
|  | | | | | |
| **Arab** | | **Mixed** | | **Other Ethnic Group** | |
| *5.13:* | Arab | *5.14:* | White and Black Caribbean | *5.18:* | Any other ethnic background |
|  |  | *5.15:* | White and Black African |  | *please specify ……………………………* |
|  |  | *5.16:* | White and Asian |  |  |
|  |  | *5.17:* | Other mixed background | *5.19:* | Prefer not to say |
|  |  |  | *please specify:……………………………* |  |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Gender Reassignment** | | | | | |
| 6. Is your gender identity the same as the gender you were assigned at birth? | | | | | |
| *6.1* | Yes | *6.2* | No | *6.3* | Prefer not to say |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Sexual Orientation** | | | | | |
| 7. What is your sexual orientation?  “Sexual orientation” means a person’s emotional and sexual attraction towards people of the same sex, opposite sex, both sexes, or neither. It is not related to gender identity. | | | | | |
| *7.1* | Bisexual | *7.2* | Gay man | *7.3* | Gay woman / lesbian |
| *7.4* | Heterosexual | *7.5* | Other | *7.6* | Prefer not to say |
|  |  |  | *Please specify:* …………………………………………………………. |  |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Religion or belief (including lack of belief)** | | | | | | | |
| 8. What is your religion (if any)?  “Religion” includes all religions, as well as a lack of religion. “Belief” means any religious or philosophical belief, or lack of belief. This includes philosophical beliefs such as atheism, agnosticism, and humanism. Other beliefs may be protected under equality legislation, provided that they meet certain requirements. | | | | | | | |
| *8.1:* | Atheism | *8.6:* | Jainism | | *8.11:* | No religion | |
| *8.2:* | Buddhism | *8.7:* | Judaism | | *8.12:* | Prefer not to say | |
| *8.3:* | Christianity | *8.8:* | Sikhism | |  | |  |
| *8.4:* | Hinduism | *8.9:* | Spiritualism | |  | |  |
| *8.5:* | Islam | *8.10:* | Any other religion or belief | |  | |  |
|  |  |  | | *please specify:*………………………………… | | | |

**Please return this form to the HR Manager at Exeter College, Oxford, OX1 3DP.**

**Thank you.**