

HAVEN DISTRIBUTION APPLICATION FORM 2010

ONE APPLICATION FORM PER PRISONER

MAXIMUM APPLICATION AMOUNT: £10 for dictionaries / £20.00 for textbooks

Please read the following information carefully to avoid disappointment:

We will purchase **educational books relating to an educational qualification**, either academic or vocational, that could lead to employment upon release, to a **maximum of £20.00 per inmate per year**.

We will provide one book per successful application but we ask you to list an alternate choice (in section 5 on page 2 of this application) in case we are unable to provide your 1st choice book in a timely fashion. Please speak to your tutor if you are unsure what title you should list as your alternate choice.

If we are unable to get either of the books relatively quickly, we will return your application to you.

If the required book costs more than £20.00, the student can make up the difference by submitting a cheque or postal order.

Please note that Haven will not purchase the following items:

Encyclopaedias or atlases, religious publications, hobby books or law books for your own legal defence, autobiographies or general reading books, magazine or newspaper subscriptions, art materials/stationary/calculators/computers/musical instruments, a dictionary or thesaurus costing more than £10.00

Please contact the Prisoners' Education Trust if you require assistance in paying for your course.

1. EQUAL OPPORTUNITIES MONITORING: Providing us with the information in this section is voluntary and will have no effect on your application

Where did you find out about Haven?			
Ethnic Origin: please circle the ethnic description below that best describes you			
ASIAN OR ASIAN BRITISH	BLACK OR BLACK BRITISH	MIXED Black and White Caribbean	WHITE British
Chinese	African		English
Bangladeshi	Caribbean	Black and White African	Irish
Indian		White and Asian	Scottish
Pakistani			Welsh
Any other Asian background	Any other black background	Any other mixed background	Any other white background
If you would rather describe your ethnic background in another way, please do so here:			
Are you disabled? Yes / No (please circle as appropriate)			
Please tell us the year you were born:			
Have you ever served in the Armed Forces? Yes/ No (please circle as appropriate)			
<i>Please turn over to complete page 2</i>			

Please return your completed application form to:
Haven Distribution 27 Old Gloucester Street, London, WC1N 3XX
www.havendistribution.org.uk

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PLEASE PRINT IN BLOCK CAPITALS	
1.1 PRISON NO.	
1.2 FIRST NAME	
1.3 LAST NAME	
1.4 HMP	
PLEASE ANSWER <u>ALL</u> QUESTIONS IN THIS SECTION - INCOMPLETE APPLICATION FORMS WILL BE REJECTED AND WILL NOT BE RETURNED TO YOU	
3.1 NAME OF EDUCATIONAL COURSE (i.e. Literacy)	
3.2 QUALIFICATION (i.e. Skills for Life Level 1)	
3.3 EDUCATIONAL TUTOR Title: Mr/Mrs/Ms (circle as appropriate) Last name	
3.4 DATE COURSE ENDS	
3.5 EARLIEST DATE OF YOUR RELEASE – <u>If you don't have the exact date, please make an estimate or indicate you are IPP or Life</u>	

PLEASE LIST THE BOOK YOU REQUIRE AND ONE ALTERNATE CHOICE	
4. FIRST CHOICE	5. ALTERNATE CHOICE
4.1 NAME OF BOOK	5.1 NAME OF BOOK
4.2 AUTHOR(S)	5.2 AUTHOR(S)
4.3 ISBN:	5.3 ISBN:
APPLICATION FORMS MUST BE SUPPORTED BY A LETTER FROM THE TUTOR OR ACCEPTANCE LETTER FROM COURSE PROVIDER (e.g. Open University)	

Thank you for applying to Haven If your application is successful, we aim to get the book to you within one month of receipt of your application	Date app received: Date book ordered: Date book shipped:
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