
# REHABILITATION OF OFFENDERS ACT 1974

# (Exclusions and Exceptions) (Scotland) Order 2003 (as amended)

# Strictly Confidential

**Please complete this form in black ink or typescript.**

Because of the nature of the work for which you are applying, this post is exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974 (Exclusions and Exceptions) (Scotland) Order 2003 (as amended). Applicants are therefore not entitled to withhold information about convictions which for other purposes are “spent” under the provisions of the act and in the event of employment any failure to disclose such convictions could result in disciplinary action, including dismissal from the College.

Any information given will be completely confidential and will be considered only in relation to an application for positions to which the court order applies.

Note: If a person is sentenced to more than two and a half years imprisonment the conviction will never become “spent”.

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| PLEASE GIVE DETAILS IF APPLICABLE IF NOT APPLICABLE PLEASE ENTER ‘NOT APPLICABLE’ |
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| APPLICANT DETAILS |
| Print Name:  | Date of Birth:  |
| Signature: | Date form completed:  |

Please note that a successful applicant may have the above information checked with police records prior to the appointment being confirmed. Please return this form with your Application for Employment.