

DECLARATION OF CRIMINAL CONVICTIONS

Guidance

All applicants who accept an offer from the University are required to disclose to the University any relevant, unspent criminal convictions.

[You are advised to read the University's guidance for applicants with criminal convictions if you have a relevant, unspent criminal conviction. See <https://www.hull.ac.uk/choose-hull/study-at-hull/admissions/criminal-convictions-advice-to-applicants.aspx>

Is the conviction for a 'relevant' offence?

This is the first element to the question we ask. Relevant offences include one or more of the following:

- Any kind of violence including (but not limited to) threatening behaviour, offences concerning the intention to harm or offences which resulted in actual bodily harm
- Sexual offences, including those listed in the Sexual Offences Act 2003
- The unlawful supply of controlled drugs or substances where the conviction concerns commercial drug dealing or trafficking (drug offences only involving possession are not relevant offences)
- Offences involving firearms
- Offences involving arson
- Offences involving terrorism

If you were convicted outside the United Kingdom for an offence listed above, this is also considered a relevant offence.

For the purposes of this question, cautions, reprimands and final warnings are considered as convictions. Penalty notices for disorder (PNDs), anti-social behaviour orders (ASBOs) or other orders are not convictions, unless you have contested a PND or breached the terms of an ASBO or other order and this has resulted in a criminal conviction.

Is the conviction 'unspent'?

A criminal conviction can become 'spent' after a period of time. The length of time it takes to become spent is defined by the Rehabilitation of Offenders Act 1974 and depends on the sentence or disposal made by the court following the conviction. Until that period has passed, the conviction is considered 'unspent'. Convictions that are spent or will be spent at the point of starting the course do not need to be declared. If you are uncertain as to whether your conviction is spent, please seek independent advice.

Name: _____

Applicant No: _____

Course Applied for: _____

Do you have any relevant, unspent convictions?

Yes

No

If you indicate 'No' no further information required; if 'Yes' please complete the following

As you have answered 'Yes' please provide further details:

Date of Offence	Date of Conviction	Offence	Court	Disposal/Sentence Received

Please provide a statement, in your own words, to explain the circumstances that led to the conviction(s):

If you have served a custodial sentence, please state the date of your release from custody, any remaining licence conditions, and when they are due to expire:

Do you have any cases pending (or where you have been reported for consideration of possible prosecution) concerning an alleged criminal offence? Yes No

If applicant ticks 'No' no further action; if 'Yes' table below should appear:

The nature of the alleged offence with date(s)	Expected date and place of trial (cases pending only)

Declaration

By submitting this declaration (*please tick all boxes*):

I confirm that the information I have provided on this form is complete and correct to the best of my knowledge. I understand that the University may withdraw the offer of a place if I have given false information or withheld relevant details.

I undertake to inform the University, as soon as reasonably practicable, should any incident occur that results in or may result in a relevant criminal conviction after I have submitted my application for study. I understand that failure to adhere to the University's criminal conviction process can result in removal from the programme.

I understand The University of Hull will share this information with relevant staff members in order to undertake a risk assessment. The University may contact you about the information in this declaration and seek further details from any relevant authority, police force, and court or probation service.

If you have any queries about how the University of Hull will process data about you including your criminal history data please see our privacy notice. Link: <https://www.hull.ac.uk/choose-hull/university-and-region/key-documents/data-protection.aspx>

Signed:	Date:
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Please complete and return this form to:

Head of Admissions
University of Hull
Cottingham Road
Hull
HU6 7RX

Or Email: admissions@hull.ac.uk