

Arup Design Programme

Student Application Form

Arup is the creative force at the heart of many of the world’s most prominent projects in the built environment and across industry. Working in more than 140 countries, the firm’s designers, engineers, architects, planners, consultants and technical specialists work with our clients on innovative projects of the highest quality and impact.

A creative, inspiring and engaging work experience programme, the ‘Arup Design Programme’ gives students insight into the day-to-day life of engineers, designers and consultants working within the built environment. This one-week work experience programme will include a range of practical activities centered around a fictitious project taking place at Arup’s **Leeds, Manchester, Sheffield, Liverpool** and **Whitehaven** offices. Please find more information available on our website here [Arup Design Programme applications open - Arup](#).

Please type your responses or complete this form in block capitals.

Arup Design Programme
Multiple office locations across the North West & Yorkshire (full addresses can be found at arup.com)

1st – 5th July
2024

www.arup.com
[@ArupUK](https://twitter.com/ArupUK)

DesignProgramme@arup.com

The deadline for applications is
Friday 29th March 2024

Applicant Details – Pupil to complete

Name			
School / College			Year Group
Your school or college email address			
List your GCSE/ A- Level options choices			
Which office will you be applying for? <i>(please tick or highlight)</i>	<input type="checkbox"/> Leeds <input type="checkbox"/> Liverpool <input type="checkbox"/> Manchester <input type="checkbox"/> Sheffield <input type="checkbox"/> Whitehaven		
Are you able to commit to the full week? <i>(please tick or highlight)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <i>Arup Design Programme is an in-person work experience week, should you be accepted, you will be required to be in your chosen office all week.</i>		
If accepted, would you require any reasonable adjustments? <i>(please tick or highlight)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Prefer not to Say If yes, please provide Further details:		
Are you eligible for free school meals? <i>(please tick or highlight)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Prefer not to Say		



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About You – Pupil to complete

Please tell us about your hobbies and interests, and what you enjoy about them:

What are your future goals? You can include any education and career options that are you considering. Can you explain these:

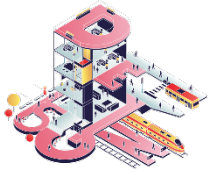


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Why do you want to take part in the Arup Design Programme?

What do you hope to get from this experience?



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What best describes your gender?	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Prefer to self-describe another way <input type="checkbox"/> Prefer not to say
Do you consider yourself to have a disability, be neurodivergent or have a long-term health condition? (even if undiagnosed)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Prefer not to say
What best describes your ethnic origin?	<input type="checkbox"/> Asian or Asian British <input type="checkbox"/> Black, Black British, Caribbean or African <input type="checkbox"/> Mixed or multiple ethnic groups <input type="checkbox"/> White <input type="checkbox"/> Other ethnic group <input type="checkbox"/> Prefer not to say

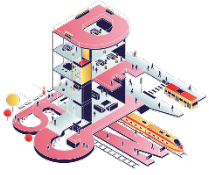
Parent/Guardian Contact Details and Consent *(We'll send them all the information if you are successful)*

Parent/Guardian Name	
Signature	
Telephone Number	
Email Address	

School Details *(Internal Use Only)*

Teacher Name	
Telephone Number	
Teachers Email Address	
Does the student have permission from school to attend for the full week? (if applicable)	<input type="checkbox"/> Yes <input type="checkbox"/> No
Does the Arup Design Programme fall within the school's work experience week?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Thank you for filling in this application form.
Please return to DesignProgramme@arup.com with the office you are applying for in the subject.



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Data Protection and Confidentiality – Parent / guardian to read & complete

For your child to participate in the programme we need to collect information that could identify them, called 'personal identifiable information'. This includes personal information such as gender, ethnicity, and disability. Having this data means we can better understand the different backgrounds of people include on the programme, which is important to make sure we are representing the communities which we serve.

Research conducted by the UK Government and other organisations* identifies that certain groups are underrepresented within STEM (Science, Technology, Engineering and Math's) sectors.

At Arup, we believe when diverse talented people collaborate, great things are possible, we are taking deliberate action to create an inclusive culture that is grounded in our purpose to shape a better world.

The data controller is Arup Ove Arup & Partners Ltd.

Arup will collect and process the personal data that you/your parent have provided to us about you. There are two types of personal data: personal data and special category data/sensitive data.

The purpose for collecting diversity data from applicants is so we can understand the background of people applying and progressing onto the programme; this is important to make sure we are representing the communities which we serve and may highlight requirements to increase promotion of the programme in certain areas or to certain groups.

Arup will collect and process the following personal data about you:

- You and your Parents/Guardians/Teachers name
- Parents/Guardians/Teachers contact data including physical address (school address for teachers), email and telephone numbers
- Your gender
- Whether you received free meals
- Your age

If you decide to answer any of the questions in the Diversity Monitoring Form, Arup will collect and process your special category data, including personal data revealing your:

- Racial or ethnic origin;
- Health (including your disability status and any reasonable adjustments you may require);

Completion of the monitoring form is optional; responses will not be used to inform application decisions.

We are collecting and storing personal data in accordance with UK data protection law which requires that we must have a specific reason for collecting your data. For this programme, the lawful processing basis for personal data is consent.

The additional processing condition for special category (diversity) data is *explicit* consent.

You may withdraw this consent at any time by contacting designprogramme@arup.com

Any responses given will assist us in our commitment to equality, diversity, and inclusion in the ADP programme. Responses will be kept strictly confidential and will not be used in any application decisions.

Sources:

[Diversity and inclusion in STEM - Science and Technology Committee \(parliament.uk\)](#)

[Diversity and inclusion in STEM: Government Response to the Committee's Fifth Report \(parliament.uk\)](#)