# UKATC Work Experience 2025

## Application form for students

Welcome to the application form for the 2025 work experience programme at the UK Astronomy Technology Centre (UKATC) in Edinburgh. If you need to apply in a different format or require additional support with your application, please email us at UKATCWorkExp@stfc.ac.uk.

If you don't know much about UKATC then it's a good idea to look through some of the information on these pages before you get started to check that you're interested in the work we do: [www.ukatc.stfc.ac.uk/Pages/home](https://www.ukatc.stfc.ac.uk/Pages/home.aspx)

Please use the open-ended questions to tell us a bit more about yourself and your interest in the work carried out here. This is a competitive programme but the selection panel are looking to find out who will benefit most from the experience and who has a genuine enthusiasm. We're not looking for the best-written applications, this is an opportunity to tell us something about you that makes you different from other applicants.

Research shows that some groups of people are significantly under-represented in studying and working in science and related subjects.  One of the most widespread instances is people from areas of higher socio-economic deprivation.  To help address this, we give some priority to applicants from these areas, and take other measures to reduce barriers to taking part in the programme. We provide lunch each day that you work with us and can support with local transport if needed, if you have any questions about how we can help if you're successful please email us at UKATCWorkExp@stfc.ac.uk.

Best of luck with your application.

UKATC Work Experience Team

## Application for in-person STFC Work Experience 2025

### This is a space engineering work experience placement taking place in Edinburgh. We are prioritising applications from local pupils. Please check your commute or drive time to UK Astronomy Technology Centre, Edinburgh EH9 3HJ.

|  |  |
| --- | --- |
|  | I confirm that my home or school is within a 60 minute drive or 60 minute commute of UK Astronomy Technology Centre, Edinburgh. |
|  | My home or school is within a two hour drive or commute of UK Astronomy Technology Centre, Edinburgh |
|  | If you live further away than this I’m afraid we cannot accept your application, please look at our website for work experience opportunities in alternative locations.  [stfc-workexperience.co.uk](https://stfc-workexperience.co.uk/) |

### This application form is to apply for an on-site work experience placement at the UK Astronomy Technology Centre in Edinburgh. You will be required to attend this site, in-person, each day as part of this placement.

|  |  |
| --- | --- |
|  | I confirm that I am applying for a placement at the UK Astronomy Technology Centre, Edinburgh, and understand that I will be required to attend site each day as part of this placement. |
|  | I have checked how to get to UK Astronomy Technology centre and can do so safely. |

## Your Personal Information and Data Protection

|  |
| --- |
| Please read the following carefully, discuss with your parent / guardian and when happy please tick the box at the bottom.  **STFC Public Engagement Data Protection statement** At STFC (a Council under, and part of, United Kingdom Research and Innovation- URKI), we are committed to protecting and safeguarding your data privacy. We collect and hold the information you provide on this form in order to run and evaluate the work experience programme safely and effectively, including matching you with supervisors. Some of the information you provide may be anonymised and then used to report to the UK Government and within STFC and UKRI.  We use SmartSurvey, a carefully selected UK-based third party service, to manage and hold this data on our behalf. Their privacy policy can be found at https://www.smartsurvey.co.uk/privacy-policy. All data will be downloaded to STFC’s servers and then deleted by us from SmartSurvey within two years.  **UKRI and Data Protection** UKRI and STFC comply with the requirements of the General Data Protection Regulations (GDPR) with regard to the collection, storage, processing and disclosure of personal information and is committed to upholding the GDPR's core data protection principles. A copy of our privacy statement can be found here https://www.ukri.org/privacy-notice/. You can request information about the data URKI holds about you at any time under the Freedom of Information Act. More information can be found at https://www.ukri.org/freedom-of-information. |

### Please tick all boxes to show that you agree with the statements below. If you do not agree with any of these statements then please do not complete this online form.

|  |  |
| --- | --- |
|  | I have read the above and understand how my personal data will be used and processed by STFC. |
|  | I have discussed this with my parent / guardian. |
|  | I wish to complete the rest of this form. |

## Application for Work Experience at the UK ATC - STFC

Fill in all the sections and give as much information as you can about you and your interests. Remember the more detail you give, the more likely we are to be able to adapt work experience to your interests. This first page is used for our monitoring only and will not be used to shortlist applicants.  
This application form should be completed by students, rather than parents or guardians, but please do ask someone to check over your form. This can be a parent/guardian, a teacher at school or another trusted adult.  
We value diversity and welcome applications from all sections of the community. If you are a student with additional or special needs, and would like to discuss these at this point, please contact the UKATC Work Experience team using this email address: ukatcworkexp@stfc.ac.uk

### Personal Details

|  |  |  |
| --- | --- | --- |
| First Name | |  | | --- | |  | |
| Surname | |  | | --- | |  | |
| Contact Email Address | |  | | --- | |  | |
| Pronoun/s (he/she/they) | |  | | --- | |  | |

### Which most accurately describes you? Choose as many as you like.

|  |  |
| --- | --- |
|  | Woman / Young Woman / Girl |
|  | Man / Young Man / Boy |
|  | Non-binary |
|  | Prefer not to say |
|  | Let me type...   |  | | --- | |  | |

**What is your ethnicity group?**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | White: English / Welsh / Scottish / Northern Irish / British |  | White: Irish |  | White: Gypsy or Irish Traveller |
|  | White: any other background |  | Mixed: White and Black Caribbean |  | Mixed: White and Black African |
|  | Mixed: White and Asian |  | Mixed: any other Mixed / multiple ethnicity background |  | Asian or Asian British: Indian |
|  | Asian or Asian British: Pakistani |  | Asian or Asian British: Bangladeshi |  | Asian or Asian British: Chinese |
|  | Asian or Asian British: any other Asian background |  | Black or Black British: African |  | Black or Black British: Caribbean |
|  | Black or Black British: any other Black or Black British background |  | Arab |  | Prefer not to say |
|  | Any other ethnic group, please write here:   |  | | --- | |  | | | | | |

### Do you have any access needs or special requirements which might require adjustments in order to get the most out of this work experience placement?

|  |  |
| --- | --- |
|  | Yes |
|  | No |
|  | Unsure |

### If you selected yes or unsure to the question above, please tell us a bit more about your access needs or special requirements and useful adjustments that might be useful. This information will not impact the chances of your application being successful. If you do not wish to include this information here we can discuss this by email if you are successful in your application.

|  |  |
| --- | --- |
| |  | | --- | |  | |

### How old will you be on 9th June 2025 (the first day of work experience)?

|  |  |
| --- | --- |
|  | 14 |
|  | 15 |
|  | 16 |
|  | 17 |
|  | 18 |
|  | 19 or older |

## School information

### Which year are you currently in at school?

|  |  |
| --- | --- |
|  | S4 |
|  | S5 |
|  | S6 |

### School Contact Details

|  |  |  |
| --- | --- | --- |
| Teacher Contact Name | |  | | --- | |  | |
| Teacher's Work Email Address | |  | | --- | |  | |
| School Name (Please ensure this is the full school name) | |  | | --- | |  | |
| School Postcode | |  | | --- | |  | |
| School Telephone Number | |  | | --- | |  | |

### What type of school do you go to?

|  |  |
| --- | --- |
|  | Fee-paying |
|  | Non-fee paying |
|  | Other (please specify):   |  | | --- | |  | |

## Placement Details - Dates and Availability

We are offering Work Experience Placements for the weeks beginning 9th June 2025 and 16th June 2025.  
You can apply for either week.

### Which work experience week would you prefer****?****

|  |  |
| --- | --- |
|  | Week 1: 9th June 2025 |
|  | Week 2: 16th June 2025 |
|  | Either week, I have no preference |

### ****Are there any dates in this time frame when you are not available?****

|  |  |
| --- | --- |
|  | No |
|  | Yes (please specify):   |  | | --- | |  | |

## Your interests and skills

We will use your answers to the following three questions to select who is offered work experience.

You might want to consider drafting responses (e.g. in this Microsoft Word form) before entering them on SmartSurvey. It's also recommended that you ask someone to proofread these for you before submission. If you need more information or assistance to complete this section please email us at [ukatcworkexp@stfc.ac.uk](mailto:ukatcworkexp@stfc.ac.uk?subject=Support%20with%20application).

### ****For this work experience programme we are keen that students have the below skills:****

**Essential Skills**

- Willingness to learn and ask questions  
- Enthusiasm for science and engineering  
- Ability to work well and can communicate with others  
**Desirable Skills**

- Ability to work safely in a lab or shared space  
- Familiarity with Microsoft Office, including Word, PowerPoint and Excel

**Please tell us about your own skills and how they might be useful for a placement with us.  
We encourage you to use examples.**

|  |  |
| --- | --- |
| |  | | --- | | *Suggested word count between 100 and 200 words. 50 word minimum and 250 word max.* | |

### ****Why do you want to do a work experience placement at UK Astronomy Technology Centre?**** Please tell us about why you are particularly interested in joining us for a space engineering work experience project. Are there specific instruments or areas of work that you are curious about? We strongly encourage you to look at the projects on our website and think about what is exciting about them: [www.ukatc.stfc.ac.uk](https://www.ukatc.stfc.ac.uk/Pages/home.aspx)

|  |  |
| --- | --- |
| |  | | --- | | *Suggested word count between 100 and 200 words. 50 word minimum and 250 word max.* | |

### We are looking for a broad range of students to take part in our work experience students with a mix of different skills and experiences. Tell us what makes you who you are, this could be about things that you are very interested in, or things which make you unique or different to those around you.

|  |  |
| --- | --- |
| |  | | --- | | *Suggested word count between 100 and 200 words. 50 word minimum and 250 word max.* | |

## UK Astronomy Technology Centre and You

### How did you hear about work experience at UK Astronomy technology Centre?

|  |  |
| --- | --- |
|  | Online search |
|  | Social media |
|  | From someone who did work experience at UKATC previously |
|  | My School told me about it |
|  | I heard about it from my Family or a Family Friend |
|  | Previous Public Engagement visit |
|  | Other (please specify):   |  | | --- | |  | |

### ****Have you visited the UKATC before?**** e.g. have you attended a school event, a public access day or a public event? (Please tick all that apply.)

|  |  |
| --- | --- |
|  | Yes I have attended a School Event |
|  | Yes I have attended a Doors Open Day |
|  | Yes I have attended a public talk |
|  | No |
|  | Other (please specify):   |  | | --- | |  | |