

Declaration and Learner agreement statement (*please read carefully*)

As a learner you are required under your learning agreement to complete your assessments and return them by the deadline dates identified in your individual learning plan. Failure to comply with these deadlines may result in withdrawal and could affect access to future training opportunities.

I confirm that the details on this form are accurate and complete and that under Education and Skills Funding Agency (ESFA) methodology I have been offered information and advice on my course and the support services available to me. I am aware that my programme of study may be match funded by the European Social Fund (ESF).

I declare that I have correctly identified my residency status and my prior qualifications and understand that if I have declared false information the provider may take action against me to reclaim the tuition fees and any support costs provided. I agree to comply with the College policies and procedures when using College facilities and understand that full copies of these policies and procedure are available from Student services or on the College Web site. I give permission for you to look at the data on my personal learning record that is held by the LRS.

I confirm, I am not currently on any other government funded training.

By signing the enrolment, I agree to the following terms and conditions:

1. I understand that I am enrolling on a distance learning course
2. I am committed to completing the course
3. I have completed a college enrolment form and have read the terms and conditions
4. I agree to provide all the required evidence to ensure I am entitled to the funding for this course
5. I will complete my assessments on the e-learning platform
6. I will submit all my assessments by the planned submission date
7. I understand that I must complete each relevant unit and achieve a 'pass' grade in order to successfully achieve the qualification.
8. In the event of me leaving my current employment I am still obliged to complete the course by achieving a 'pass' grade in each unit.

Please note we charge learners that fail to complete the course a cancellation fee of £125. This is a contribution to our costs associated with the course.

Should you withdraw or not complete, you will be sent an invoice for this amount. Please sign below to confirm that you agree to the above terms and conditions and the cancellation fee.

If you do not sign we will be unable to enrol you on to the programme.