

1. About you: Title: Mr, Mrs, Ms, Dr. etc Unique Learner No.

Surname First Name

Home Address

Home Postcode Email

Contact Tel Male Female Date of Birth

Have you been a permanent resident of the UK or an EU/EEA Country for the last 3 years? Yes No

Nationality National Insurance Number

2. Ethnic origin: (Please tick appropriate box)

White: White and Asian English, Welsh, Scottish, Northern Irish, British Any other Mixed, multiple ethnic background Irish Gypsy or Irish Traveller Any other White background

Mixed/multiple ethnic group: White and Black Caribbean White and Black African

Asian/Asian British: Indian Pakistani Bangladeshi Chinese Any other Asian background

Black/African/Caribbean/Black British: African Caribbean Any other Black, African, Caribbean background

Other ethnic group: Arab Any other ethnic group

3. Disabilities, learning difficulties and health problems:

The tutor will use the following information to plan with you any support you may need to fully participate on this course

Do you consider yourself to have a disability and/or learning difficulty? Yes No (if yes please complete section below)

Please put **1** in the box for the **main** disability or learning difficulty that may impact on your learning. Please put **2** in the box for **any other** disabilities and/or learning difficulties that may impact on your learning.

Visual impairment Hearing impairment Disability affecting mobility Profound complex disabilities Social and emotional difficulties Mental health difficulty Moderate learning difficulty Severe learning difficulty

Dyslexia Dyscalculia Autism spectrum disorder Asperger's syndrome Temporary disability after illness (for example post-viral) or accident Speech, language and communication needs Other specific learning difficulty (e.g. Dyspraxia)

Other medical condition (for example epilepsy, asthma, diabetes) Other learning difficulty Other physical disability Other disability Prefer not to say Not provided

Do you consider yourself to have a health problem which may affect you on this course? Yes No

4. Course details: Provider Provider Course Ref

Title	Start Date	Day	Time	Venue

Payment Total Tuition Fee £ Receipt/Student Loan No.

Pay as you learn £ Examination Fee £ Administration Fee £

Fee remission evidence letter. Issuing organisation Date on the letter

Evidence of learner's identity seen by provider (please tick relevant box)

00 - None provided **03** - Driving Licence **06** - Certificate of Entitlement to funding

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Fee/Identity Evidence seen by Date (please specify)

5. Personal circumstances:

Fees: I **WILL** be paying fees for this course I will **NOT** be paying fees for this course

I am in receipt of the following benefits. (Using the list below please tick the boxes to indicate which benefits you are in receipt of)

Jobseeker's Allowance (income based) Working Tax Credit

Housing or Council Tax Benefit (not single person's discount) Pension Credit (not savings credit)

Income Support An unwaged dependant of those listed above

Employment and Support Allowance Identified elements of Universal Credit (see paperwork guidance for details)

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Full Level 3: A Levels (2 or more) AS Levels (4 or more). **No qualifications**

Level 4: HNC. QCF Level 4. **Other** (please specify)

Have you taken part in any education or training in the last 3 years? Yes No

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Are you the child/ren's: Mother / Step Mother Father / Step Father Carer Grandparent

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Other (please state)

2. If you are unemployed/not working/retired, how long for?

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The household that I live in includes only one adult (aged 18 or over)

None of these statements apply

I confirm that I wish to withhold this information

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Photo Statement: Photographs may be taken during this course. These may be used for publicity purposes, including on the internet and social media. Please tick the box if you are happy for your photograph to be taken.

Learning Agreement, by signing this enrolment form I confirm that:

a) I have read and agree with the Learning Agreement overleaf. **b)** I am happy with my choice of course. **c)** The information I have provided is correct, to the best of my knowledge. I understand that if I give false information I may be withdrawn from my course. **d)** I agree that Inspire Learning (and/or our sub-contractors) may share my information and contact me.

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Signature (Learner) Date

Copies to:
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Top copy (Inspire Learning)

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Your personal information is used by the DfE to exercise its functions and to meet its statutory responsibilities, including under the Apprenticeships, Skills, Children and Learning Act 2009 and to create and maintain a unique learner number (ULN) and a personal learning record (PLR). Your information will be securely destroyed after it is no longer required for these purposes.

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The English European Social Fund (ESF) Managing Authority (or agents acting on its behalf) may contact you in order for them to carry out research and evaluation to inform the effectiveness of training.

Further information about use of and access to your personal data, details of organisations with whom we regularly share data, information about how long we retain your data, and how to change your consent to being contacted, please visit:

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Nottinghamshire County Council courses: UK Provider Reference No (UKPRN): 10004801

Inspire Learning courses: UK Provider Reference No (UKPRN): 10052892

phone 0115 977 2185
email learning@inspireculture.org.uk
internet www.inspireculture.org.uk
post Inspire HQ, Glaisdale Parkway, Nottingham NG8 4GP
published June 2018

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This privacy notice is issued by the Education and Skills Funding Agency (ESFA), on behalf of the Secretary of State for the Department of Education (DfE). It is to inform learners how their personal information will be used by the DfE, the ESFA (an executive agency of the DfE) and any successor bodies to these organisations. For the purposes of relevant data protection legislation, the DfE is the data controller for personal data processed by the ESFA.

Your personal information is used by the DfE to exercise its functions and to meet its statutory responsibilities, including under the Apprenticeships, Skills, Children and Learning Act 2009 and to create and maintain a unique learner number (ULN) and a personal learning record (PLR). Your information will be securely destroyed after it is no longer required for these purposes.

Your information may be shared with third parties for education, training, employment and well-being related purposes, including for research. This will only take place where the law allows it and the sharing is in compliance with data protection legislation.

The English European Social Fund (ESF) Managing Authority (or agents acting on its behalf) may contact you in order for them to carry out research and evaluation to inform the effectiveness of training.

Further information about use of and access to your personal data, details of organisations with whom we regularly share data, information about how long we retain your data, and how to change your consent to being contacted, please visit:

<https://www.gov.uk/government/publications/esfa-privacy-notice>

Nottinghamshire County Council courses: UK Provider Reference No (UKPRN): 10004801

Inspire Learning courses: UK Provider Reference No (UKPRN): 10052892

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