

Cumbria Adult Education Enrolment and Learning Agreement 2011/12

To be completed by Centre /CAE Staff

White copy for CAE use / Coloured copy for Centre use

Centre:	
Unique Learner Number (if known)	Student no.

Please complete all sections in block capitals and tick where appropriate

Your details

Title Forename(s)

Surname

Address

Postcode Mobile Tel

Daytime Tel Evening Tel

Email Address

Gender Male Female Date of Birth

Ethnic origin

Please help our equal opportunities monitoring by ticking one of the following boxes:

Bangladeshi	<input type="checkbox"/>	Other (Black)	<input type="checkbox"/>	White/Asian	<input type="checkbox"/>
Black African	<input type="checkbox"/>	Other (White)	<input type="checkbox"/>	White/Black African	<input type="checkbox"/>
Black Caribbean	<input type="checkbox"/>	Pakistani	<input type="checkbox"/>	White/Black Caribbean	<input type="checkbox"/>
Chinese	<input type="checkbox"/>	White (Eire)	<input type="checkbox"/>	Other mixed background	<input type="checkbox"/>
Indian	<input type="checkbox"/>	White (British)	<input type="checkbox"/>	Other Asian	<input type="checkbox"/>
Other	<input type="checkbox"/>	Please state: <input type="text"/>			

Nationality

Your nationality (e.g. British/Polish/Chinese)

If you are not a British Citizen, date of entry to UK:

If you have not lived in the UK continually for the past three years please list the countries in which you have resided:

Have you been living in the UK for the past three years? Yes No

Highest previous qualification

Please indicate your highest level of qualification to date.

No previous qualifications	None	<input type="checkbox"/>	BTEC First Certificate/Diploma	Level 2	<input type="checkbox"/>
Entry level	Entry	<input type="checkbox"/>	A-Level (2 or more subjects)	Level 3	<input type="checkbox"/>
Other qualifications at below Level 1	Entry	<input type="checkbox"/>	BTEC National Certificate	Level 3	<input type="checkbox"/>
GCSE/O Level (grades D-G or fewer than 5 at A-C)	Level 1	<input type="checkbox"/>	NVQ L3	Level 3	<input type="checkbox"/>
NVQ L1	Level 1	<input type="checkbox"/>	NVQ L4	Level 4	<input type="checkbox"/>
GCSE/O Level (5 or more grades at A-C)	Level 2	<input type="checkbox"/>	HNC & HND	Level 5	<input type="checkbox"/>
A-Level (1 subject)	Level 2	<input type="checkbox"/>	Foundation Degree/NVQL5	Level 5	<input type="checkbox"/>
AS Levels (2 or more subjects)	Level 2	<input type="checkbox"/>	Degree and above	Level 6+	<input type="checkbox"/>
NVQ L2	Level 2	<input type="checkbox"/>	Do you have GCSE/O Level (Grade A-C) in: Maths Y <input type="checkbox"/> N <input type="checkbox"/> English Y <input type="checkbox"/> N <input type="checkbox"/>		

Status

Please indicate your status on the day before starting (tick box)

Employed Full-time education Unemployed Volunteer Retired

Disability

Do you consider yourself to have a learning difficulty or disability Yes No

If you have a learning difficulty or disability then you may be offered further support. Do you need to discuss your needs with a member of staff Yes No

Course details and fees

Course code	Course Title and Level	Autumn fee	Receipt no.	Spring fee	Receipt no.	Summer fee	Receipt no.

Signatures

Learner

I confirm that all of the personal information on this form is correct and I declare that I have correctly identified my highest prior qualification. I fulfil the residency regulations for the Skills Funding Agency in England. I 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 have read the Learning Agreement on the back of this form.

Learner signature Date

Provider/Centre

I confirm that I supported the learner where possible in completion of this document. I have seen or requested evidence to support the concession and residency criteria where applicable.

Provider signature Date

Concessions

(for accredited courses you are only eligible for a concession if you fit into categories 1 to 6. For community courses/leisure learning - categories 5 to 8. If you are unsure if the course is a first full Level 2 or 3 then please speak with your tutor/centre.)

- | | | | |
|---|--------------------------|---|--------------------------|
| 1 Literacy or Numeracy Course | <input type="checkbox"/> | 5 Work Related Employment Support Allowance (ESA) | <input type="checkbox"/> |
| 2 16-18 learner | <input type="checkbox"/> | 6 Job Seekers Allowance (JSA) | <input type="checkbox"/> |
| 3 First full Level 2 (where highest prior qualification is less than Level 2) | <input type="checkbox"/> | 7 Over 60 not in full-time employment | <input type="checkbox"/> |
| 4 19-24 learner first full Level 3 (where highest prior qualification is less than Level 3) | <input type="checkbox"/> | 8 Other income related benefit (housing, council tax, pension credit) | <input type="checkbox"/> |

For office use - Please enter details of the evidence seen for the receipt of the above benefit.

The YPLA, the Chief Executive of Skills Funding Agency and their partners may wish to contact you from time to time in respect of surveys and research to monitor performance, improve quality and plan future provision and to inform you about courses, or learning opportunities relevant to you.

Tick this box if you do not wish to be contacted in respect of surveys and research by mail or phone.

Tick this box if you do not wish to be contacted about courses or learning opportunities by post.