





9453

PROTECT (PERSONAL) WHEN COMPLETED

VQF501
(OS)(HK)
Rev Aug 13
Page 2 of 2**Ethnicity:**Choose ☒ one option that best describes your ethnic group or background**White**

- ☐ English / Welsh / Scottish / Northern Irish / British
- ☐ Irish
- ☐ Gypsy or Irish Traveller
- ☐ Any Other White background

Mixed / Multiple Ethnic Groups

- ☐ White and Black Caribbean
- ☐ White and Black African
- ☐ White and Asian
- ☐ Any Other Mixed / multiple ethnic background

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 groups

- ☐ Arab
- ☐ Any other ethnic group
- ☐ I do not wish to give this information

Learning Difficulty: (choose ☒ one)

Do you consider that you have a learning difficulty?

- ☐ Moderate learning difficulty
- ☐ Severe learning difficulty
- ☐ Dyslexia
- ☐ Dyscalculia
- ☐ Other specific learning difficulty
- ☐ Autism spectrum disorder
- ☐ Multiple learning difficulties
- ☐ Other
- ☐ No learning difficulty
- ☐ I do not wish to give this information

Disability: (choose ☒ one)

Do you consider that you have a disability or health problem?

- ☐ Visual impairment
- ☐ Hearing impairment
- ☐ Disability affecting mobility
- ☐ Other physical disability
- ☐ Other medical condition
(For Example Epilepsy, Asthma, Diabetes)
- ☐ Emotional / behavioural difficulties
- ☐ Mental health difficulty
- ☐ Temporary disability after illness or accident
(For Example Post-Viral)
- ☐ Profound complex disabilities
- ☐ Aspergers syndrome
- ☐ Multiple disabilities
- ☐ Other
- ☐ No disability
- ☐ I do not wish to give this information

Education / Employment:Are you (choose ☒ one):

- ☐ In full time education or training?
- ☐ Employed 16 hours per week or more?
- ☐ In part time employment? (under 16 hours)
- ☐ None of the above

Residence: (choose ☒ one)

Where have you been normally resident for the past 3 years (disregarding any temporary stay in the UK for educational purposes e.g. boarding school)?

- ☐ UK, Channel Islands, Isle of Man or overseas British Forces bases
- ☐ Other country?

(specify) _____

Nationality: (choose ☒ one)

Are you a British Citizen or national of any other EU country?

- ☐ a British Citizen?
- ☐ a national of any other EU country?

(specify) _____

☐ a national of any other country?

(specify) _____

CVQO Use Only

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Course Ref:

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Data Protection: CVQO and HK Uniformed Services collect information about learners for various administrative, academic and health & safety reasons. The UK Data Protection Act of 1998 and the HK Personal Data (Privacy) Ordinance require us to obtain your consent before we can do this, and since we cannot operate without processing information about you, we are unable to register you for any qualification unless you give us your consent to process your data. Therefore, by signing this Application Form you consent to CVQO and HK Uniformed Services processing personal data contained in this form and any other data which we obtain from you or any other source whilst you are registered with CVQO.

The information you provide will be passed to the Unit to which you belong. If you are based outside the European Economic Area (the EEA), information about you may be transferred outside the EEA in accordance with the requirements of the Act. You also consent to the processing of such data for any purpose connected with your course or for any other legitimate and legal reason. SPECIFICALLY, you consent to CVQO processing information about your race or ethnic origin as part of our Equal Opportunities Monitoring and about your physical or mental health or any medical condition you may have as part of our responsibilities for the provision of additional support and for managing our duties and obligations under the Disability Discrimination Act. At no time will your personal information be passed to organisations for marketing or sales purposes.

The information you provide may be shared with other organisations for the purpose of administration, careers and other guidance, and statistical and research purposes. Other organisations with which we will share information include, the Department for Children, Schools and Families, the Department for Innovation, Universities and Skills, Connexions, Higher Education Statistics Agency, Higher Education Funding Council for England, educational institutions and organisations performing research and statistical work on behalf of the Education Funding Agency (EFA) or its partners. The EFA is also a co-financing organisation and uses European Social Funds from the European Union to directly or indirectly part-finance learning activities, helping develop employment by promoting employability, business spirit and equal opportunities, and investing in human resources. Further information about partner organisations and what they do, may be found at www.education.gov.uk and following links/search to data protection and Freedom of Information. No personal, identifiable information will be released without prior permission.

Mark any of the following boxes if you do not wish to be contacted:

- ☐ About courses or learning opportunities ☐ For surveys and research ☐ By post ☐ By phone ☐ By e-mail

THE APPLICANT MUST SIGN BELOW BEFORE THIS FORM IS SUBMITTED TO CVQO**I certify that:**

- The information in this form is correct
- I have read the notice above about how my information will be used
- The requirements for the qualification/award which I am applying for have been explained to me and I accept the associated conditions and responsibilities

Applicant's Signature:

Date:

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City & Guilds – Learner Eligibility

Award Level	Entry Requirements – Any Adult Member who typically:	Suggested line management: (Subject matter experts could be eligible for GCGI/MCGI if they play a strategic role in the policy and procedural decision making.)
Licentiate ship in Leadership and Management	Have first line responsibilities for day to day activities	Training Auxiliaries Trainers Assistant Leader Trainers Leader Trainers Commissioners
Affiliate ship in Leadership and Management	Have line management responsibilities	Trainers Assistant Leader Trainers Leader Trainers Commissioners
Graduate ship in Leadership and Management	Senior management responsibilities	Trainers Assistant Leader Trainers Leader Trainers Commissioners
Membership in Leadership and Management	Strategic leadership responsibilities	Assistant Leader Trainers Leader Trainers Commissioners

Please note the following may also apply:

☐ Recognised Instructors of Programme or Teaching Branch

Please submit the following supporting evidence with your application form:

- ☐ Curriculum Vitae
- ☐ Job Descriptions
- ☐ Pre-enrolment Assessment Questionnaire

Additional Notes:

“I confirm that the applicant fulfils the awarding criteria and is eligible for their chosen qualification(s)”

Leader Trainer/ Commissioner Name:

Leader Trainer/ Commissioner Signature:

Date:

Registration fees

☐ Full Payment by electronic transfer:

Bank: Lloyds TSB

Account: 02155075

Sort Code: 30-98-97

Ultimate Beneficiary / Account Name: CVQO Ltd. IBAN GB94 LOYD 3098 9702 1550 75

Reference: Please quote your surname

☐ Transfer receipt attached to forms

☐ Full Payment by Credit/Debit Card or Paypal (Payment instructions will be sent to your email)

☐ Invoice SAHK

Qualifications	Fee
☐ ILM Level 2 Award in Leadership and Team Skills	£260
☐ ILM Level 3 Award in Leadership and Management	£270
☐ ILM Level 4 Award in Leadership and Management	£310
☐ C & G Level 4 Licentiate in Leadership and Management	£345
☐ C & G Level 5 Apprenticeship in Leadership and Management	£465
☐ C & G Level 6 Apprenticeship in Leadership and Management	£565
☐ C & G Level 7 Membership in Leadership and Management	£845
Total fee payable	

"I certify the details which I have given are correct and that I understand that any default on payment will render the application void and the qualification will cease"

Applicant's Name:

Applicant's Signature:

Date: