

NEUPC

APPLICATION & ENROLMENT FORM

PERSONAL DETAILS

TITLE SURNAME

FIRST NAME(S)

WHAT ARE YOUR PRONOUNS

GENDER DATE OF BIRTH

HOME ADDRESS

COUNTY POSTCODE

EMAIL

TELEPHONE NO.

SPONSORSHIP DETAILS

ARE YOU BEING SPONSORED BY YOUR EMPLOYER FOR THE PROGRAMME? YES/NO

ARE YOU APPLYING FOR AN APPRENTICESHIP? YES/NO

NAME OF EMPLOYER

HE CONSORTIA

PERSON AUTHORISING SPONSORSHIP

PURCHASE ORDER NO. (IF APPLICABLE)

INVOICE ADDRESS

TELEPHONE NO.

EMAIL

CURRENT QUALIFICATIONS

ONLY REQUIRED FOR NEW STUDENTS

Include higher and further education e.g. degrees, professional qualifications, NVQ's and Apprenticeships

SUBJECT	AWARDING INSTITUTION	GRADE	ACTUAL OR PREDICTED	YEAR COMPLETED	FULL TIME	COUNTRY OF STUDY

A-LEVELS & GCSES

Or equivalent exams taken on leaving school

SUBJECT	AWARDING INSTITUTION	GRADE	ACTUAL OR PREDICTED	YEAR COMPLETED	FULL TIME	COUNTRY OF STUDY

EMPLOYER REFERENCE

ONLY REQUIRED FOR NEW STUDENTS

Please supply any additional information to support your application. This may include reasons for wanting to study your chosen course or why you feel suited to the programme for which you are applying.

LEVEL	DELIVERY MODE	NEUPC MEMBERS PRICE*	OTHER CONSORTIA MEMBERS PRICE*	STUDY GUIDES (paid to NEUPC)**	E-LEARNING (paid to NEUPC)**	EXAM FEES paid to NEUPC**
MODULE PRICES AVAILABLE ON REQUEST		VAT APPLICABLE	VAT APPLICABLE	VAT NOT APPLICABLE	VAT NOT APPLICABLE	VAT NOT APPLICABLE
LEVEL 3 ADVANCED CERTIFICATE	BLENDED LEARNING	£1025	N/A	£108	N/A	£525
LEVEL 4 DIPLOMA	BLENDED LEARNING	£1840	£1990	£210.60	N/A	£907.50
	DISTANCE LEARNING	£800	£950	£210.60	£189	£907.50
LEVEL 5 ADVANCED DIPLOMA	BLENDED LEARNING	£1840	£1990	£210.60	N/A	£907.50
	DISTANCE LEARNING	£800	£950	£210.60	£189	£907.50
LEVEL 6 PROFESSIONAL DIPLOMA	BLENDED LEARNING	£1840	£1990	£186.30	N/A	£1095
	DISTANCE LEARNING	£800	£950	£186.30	£189	£1095

*Excludes CIPS membership fees which are paid directly to CIPS.

**Exams, study guides and e-learning are charged at cost and reflect current prices available on the CIPS website

NB: you must be a CIPS member to undertake CIPS qualifications.

Blended and virtual learners are provided with a CIPS Study Guide, NEUPC resources and tutor support for each module. Distance Learners are provided with the same but also benefit from the CIPS e-learning package.

Level 4 blended learning also includes a number of taught workshops and webinars at our Leeds offices as below; a full timetable for 2023/24 is available on request. Workshops run from 9:30am - 3:30pm and include refreshments and lunch. Webinars usually last two hours maximum.

Level 4 – blended learning

12 credit module – 2 x six-hour workshops + 4 x two-hour webinars

6 credit module – 1 x six-hour workshops + 4 x two-hour webinars

Level 5 – Virtual learning

12 credit module 8 x two hour webinars

6 credit module 5 x two hour webinars

Level 6 – virtual learning

12 credit module 8 x two hour webinars

6 credit module 5 x two hour webinars

PLEASE NOTE THAT EXAM COSTS ARE AS PUBLISHED BY CIPS AND ARE SUBJECT TO CHANGE

DATA PROTECTION

NEUPC collects the data on this form to ensure we can process your application and communicate with you regarding your course of study. We may also use this information to pass on to third parties where necessary as part of your programme of study, specifically Leeds City College and CIPS regarding Apprenticeship Programmes and CIPS regarding CIPS programmes. Where you are sponsored or funded by your Employer to undertake a programme of study, NEUPC reserves the right to communicate with your employer on attendance and progress. By completing this form, you are agreeing to these communications by telephone, email, text, post or in person. For further information, please see our privacy policy available at www.neupc.ac.uk

DECLARATION

I CONFIRM THAT THE INFORMATION GIVEN IN THIS FORM IS CORRECT AND COMPLETE

STUDENT SIGNATURE

DATE

FOR ADMIN USE ONLY

ACCEPTANCE

APPLICATION REVIEWED BY

QUALIFICATIONS CHECKED

YES / NO

EXPERIENCED CHECKED

YES / NO

SPONSORSHIP LETTER/PO

YES / NO

LEVEL REQUESTED

LEVEL

LEVEL RECOMMENDED

LEVEL

ENROLMENT

STUDENT ENROLLED ON SPREADSHEET

YES / NO

SPONSOR INVOICED

YES / NO

VALUE OF INVOICE

£

APPRENTICE ENROLMENT

ENROLLED WITH LCC

YES / NO

APPRENTICESHIP CONTRACT SIGNED

YES / NO

ENROLLED WITH CIPS

YES / NO