



## SELF-DECLARATION FORM

2020 | 21

This form can be used for the following,

- Students who are declaring that they do not have a full level 2 or full level 3 qualification and are under the age of 24.
- Students who need to declare that they are in receipt of the following state benefits or that they are working but earning less than 16 times the hourly national wage each week or £338 a month (individual claims) or £541/month (household claims).
- Students who are undertaking Maths and English (this includes GCSE's) and need to declare their highest level of attainment.
- Students who are taking Essential Digital Skills Qualifications (EDSQ).

### LEARNER DECLARATION

**All students to complete.**

First name:

Last name:

Date of birth:

### LEVEL 2 AND LEVEL 3 ENTITLEMENT DECLARATION

**Only to be completed by students needing a level 2 or 3 entitlement.**

I do not hold a full level 2 qualification

I do not hold a full level 3 qualification

My highest qualification is:

### LEVEL 1 EDSQ DECLARATION

**Only to be completed by students taking EDSQ courses.**

I do not have any EDSQ

My highest qualification is:

## STATE BENEFIT DECLARATION

**Only to be completed by students declaring that they are in receipt of state benefits and they want to be fully funded, all sections must be ticked. A tutor declaration will be required for all state benefits.**

I am currently unemployed, or, employed and earning less than 16 times the hourly national wage each week or £338/month (individual claims) or £541/month (household claims).

I am seeking employment

I am enrolling on the learning aim to help me back into employment.

I confirm that all of the statements above are applicable to me. I am in receipt of one of the following benefits.

Job Seekers Allowance

Employment Support Allowance

Council Tax Benefit

Housing Benefit

Working Tax Credit

Universal Credit – please indicate which group you are in:

All Work-Related Requirements Group

Work Preparation Group

Work-Focused Interview Group

## TUTOR DECLARATION

Please indicate below, what the benefits of undertaking the course will bring for the student, in the context of the local labour market.

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## MATHS AND ENGLISH DECLARATION

**Only to be completed by students enrolling on Maths or English part time courses.**

Students who have not attained A\* – C grade Maths and English (including GCSE's) will be given full fee remission for Maths and English programmes.

Maths – highest level of attainment:

English – highest level of attainment:

**All students to complete.**

I confirm that the information I have supplied above is correct. I understand that if I have given false information then action may be taken to reclaim the tuition fees and any associated costs that might occur.

Learner Signature:

Date:

Signed on behalf of the organisation:

Member of Staff (Please print name):