

Application for Nominated Tester Training

NEW & RETURNING TESTERS

Please answer the following questions completing all sections where appropriate in
BLOCK CAPITALS

- | | | | | |
|----|--|-------------------|--------------------------|--|
| 1. | Have you been a Nominated Tester before? | YES | <input type="checkbox"/> | Go to 2 |
| | | NO | <input type="checkbox"/> | Go to 4 and complete the rest of the form in full |
| 2. | Is the course required because of disciplinary action? | YES | <input type="checkbox"/> | Go to 4 and complete the rest of the application |
| | | NO | <input type="checkbox"/> | Go to 3 |
| 3. | How long is it since you last tested? | Less than 5 years | <input type="checkbox"/> | DO NOT COMPLETE THIS FORM - you will require a Refresher course - complete a VT76 form |
| | | More than 5 years | <input type="checkbox"/> | Go to 4 and complete the rest of the form in full |

4. Before completing the rest of this form, please check that you fulfil the criteria set to become a Nominated Tester. These can be found in The MOT Testing Guide, Section E and are also shown on this form in the Explanatory Notes section in **RED** text.

VEHICLE TESTING STATION (VTS) DETAILS

VTS number	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
VTS name	<input type="text"/>
VTS address	<input type="text"/> <input type="text"/> <input type="text"/>
VTS postcode	<input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/> <input type="text"/>
VTS telephone no. including area code	<input type="text"/>

EXPLANATORY NOTES

You must be sponsored by the Authorised Examiner of a VTS

VTS number and address must be completed in full or we cannot process your application.

Please complete. We may need to phone you to check details and arrange course dates.

5. Please complete in BLOCK CAPITALS

APPLICANT DETAILS

EXPLANATORY NOTES

Please provide information (on a separate sheet) of any 'unspent' convictions for criminal offences connected with the Vehicle Testing Scheme or the motor trade, or involving acts of violence or intimidation.

You must have a full unrestricted UK licence for the classes of vehicles you wish to test as per Section E2.7 of the MOT Testing Guide

You MUST complete your driver number. We cannot process your application without this

Mr / Mrs / Miss / Ms Surname

Forenames

Home address including

Postcode

Date of birth

Have you got a FULL driving licence?

Driver number

6. Please complete in BLOCK CAPITALS

MOTOR TRADE EXPERIENCE

EXPLANATORY NOTES

You MUST have at least 4 years full time experience repairing the classes of vehicle you wish to test

Please list both the month and year that you started and finished with each employer

We cannot process your application without this information

DATE		EMPLOYER	BRIEF DESCRIPTION OF DUTIES
START	END		
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

7. VEHICLE CLASSES

What classes of vehicle do you wish to test? Please tick box

Class I & II ☐



Go to 10

N.B. If you also want to test Classes III, IV, V & VII please use a separate VT78 form

Classes III, IV, V & VII ☐



Go to 8

Please note that these courses require the use of a computer for which basic IT skill will be required.

VOCATIONAL QUALIFICATIONS (Class III,IV, V & VII only)

EXPLANATORY NOTES

You must hold one of the vocational qualifications or pass the NTT(A) qualifying exam.

Alternatively, if you have been a tester previously we will accept a copy of the original letter authorising you to test. If you are returning to testing following cessation for disciplinary reasons, we cannot accept your original authorisation letter

If you do not hold any qualifications, or cannot provide copies of the certificates, then we will automatically put you forward to sit the NTT(A) qualifying exam.

Please see below for examples of acceptable qualifications:-

NVQ/SVQ - Level 3	- Vehicle Maintenance and Repair
	- Maintaining Automotive Vehicles
City & Guilds - Minimum Level 2	- Motor vehicle craft studies
	- Repair & Servicing of Road Vehicles
National Craft Certificate	- Motor Vehicle Mechanics

If you have any of these qualifications or any other motor vehicle related certificates please enclose a copy of them. PLEASE DO NOT SEND ORIGINALS.

We only accept copies of the FINAL CERTIFICATE. We do not accept 'Record of Achievement' or 'Unit Credit Towards' towards' Certificates.

9. NTT(A) QUALIFYING EXAM

Have you ever sat the NTT (A) Qualifying Exam? No ☐ **Go to 10** Yes ☐ Complete rest of **section 9**

What was your result? **tick box**

☐ PASS

Please enclose a copy of your pass letter - **Go to 10**

☐ FAIL

EXPLANATORY NOTES

FIRST FAIL - cannot resit the exam until 4 months has elapsed, unless suitable training has been undertaken

SECOND FAIL - cannot resit the exam until 2 years has elapsed since your *first* fail

THIRD & SUBSEQUENT FAIL - cannot resit until 2 years has elapsed since your *last* fail

Proof of training can be a course certificate or a letter from your employer detailing training undertaken

10. COURSE DETAILS

Please circle your preferred training location and when you would like your course. **We cannot guarantee we will be able to provide a course at your preferred location in the time span indicated, but we will make every effort to do so.**

EDINBURGH	NEWCASTLE	LEEDS	CHADDERTON	BOURNEMOUTH
BIRMINGHAM	WATFORD	MITCHAM	BRISTOL	BRIDGEND
THETFORD	INVERNESS	CANTERBURY	GLASGOW	NEWBURY
EXETER	LINCOLN	DERBY	QUEENSFERRY	

Timing

Urgent - will accept cancellation	Within 4 weeks	4-8 weeks	Over 8 weeks
Dates NOT available e.g. holidays			

11. DECLARATION OF NON CONVICTION

I confirm that I have NO UNSPENT CRIMINAL CONVICTIONS as defined in the Rehabilitation of Offenders Act 1974 for criminal offences connected with the Vehicle Testing Scheme or the motor trade, or involving acts of violence or intimidation. I am aware that if, in the future it is brought to VOSA's attention that there are any such unspent convictions that have not been disclosed, this may result in the cessation of my approval to carry out statutory testing.

Signature:

12. DECLARATION

TO BE COMPLETED BY THE APPLICANT:

I declare that the information given on this form is correct. I understand that if I pass the course:

- I will be legally responsible for the MOT test certificates and other official documents that I use
- I must notify the Authorised Examiner at my VTS (or the VOSA Area Office if I am the Authorised Examiner) if my driving licence is suspended or restricted
- I may be disqualified from testing if I fail to carry out tests to the required standard

Signed

Job Title

Print Name

Date

TO BE COMPLETED BY THE AUTHORISED EXAMINER FOR THE VTS:

I declare that to the best of my knowledge the information given on this form is correct. I agree to:

- Allow the candidate the necessary time and facilities to prepare for the course and practice for the demonstration test
- Accept full responsibility for the person's actions as an MOT tester
- Arrange that testing is not interrupted by other work
- Understand that substandard testing may put the authorisation at risk
- Ensure that the person applies the latest MOT testing procedures and standards
- Notify the VOSA area office of any change which effects the person's suitability as a tester

This declaration must be signed by the person with the overall responsibility for the testing station e.g. the Owner, Partner, Director or Company Secretary

Signed

Job Title

Print Name

Date

We may take disciplinary action if, at any time, we find that a false declaration has been made on this form.

Data Protection Act

The personal information you provide on this form will be used for the purposes of VOSA's statutory functions. It will not be disclosed to other organisations unless required or permitted by law. For further information, visit our Information Charter available from VOSA's website: www.vosa.gov.uk

Please return this form to:-

VOSA Training Services, Booking Section, Berkeley House, Croydon Street, Bristol, BS5 0DA

OFFICIAL USE ONLY	1st attempt	2nd attempt	1st Result	2nd Result	Signature
NTT (A) Exam result					
NT Course - Part 1 result					
Part II Practical Test Result					