UKPRN [| | | | | | |] **UKPRN in previous year** [| | | | | | |] **ULN** [| | | | | | | | |]

Learner reference number [| | | | | | | | | | | |] **Learner Reference number in previous year** [| | | | | | | |]

Individualised Learner Record 2014/15 – Learner Details Data Capture Form

Learner Information – Please complete in BLOCK CAPITALS using Black Ink

Family name [ ] Given names [ ] Date of birth [| | | | | |]

Current address lines 1 & 2 [House No. / Name & Street] [Suburb / Village] Sex (M / F) [ ] Ethnicity [ ]

Current address lines 3 & 4 [Town / City] [County] Telephone number [ ]

Current postcode [| | | | ■ | |] Postcode prior to enrolment [| | | | ■ | |] National insurance number [| | | | | | | |]

Email address [ ]

Learner does not wish to be contacted (tick all that apply)
About courses or learning opportunities (RUI1) [ ] For surveys and research (RUI2) [ ] By Post (PMC1) [ ] By Phone (PMC2) [ ] By Email (PMC3) [ ]

LLDD & Health Problem and Learner Funding and Monitoring – Only complete and return where applicable

Do you consider yourself to have a long term disability, health problem or any learning difficulties? (Y/N) [ ] LLDD & health problem type and code [D | S] [ ] And / Or [L | D] [ ]

Does the learner have any of the following? (tick those that apply)

Learning Difficulty Assessment (LDA) [ ] Does the learner need additional learning support? (ALS) [ ]

Education Health Care Plan (EHC) [ ] Is the leaner a High Needs Student (HNS) [ ]

Disabled Student Allowance (DLA) [ ] Learning support cost £ [| | | | | |]

Prior attainment Level [|] Planned learning hours [| | | |] Planned employability, enrichment, and pastoral hours [| | | |] Is the learner away from home in accommodation owned or managed by the provider (Y / N) [ ]

Learner FAM type and identifier/(s) (LSR type is not required for ESF funded learning)

[L | S | R] [ ]   [L | S | R] [ ]   [L | S | R] [ ]   [L | S | R] [ ]   [N | L | M] [| |]   [N | L | M] [| |]

Maths GCSE achievement MGA [ ] English GCSE achievement EGA [ ] Free Meals Eligibility FME [ ] Pupil Premium Funding Eligibility PPE [ ]

How We Use Your Personal Information

The personal information you provide is passed to the Chief Executive of Skills Funding ("the Agency") and, when needed, the Department for Education, including the Education Funding Agency to meet legal responsibilities under the Apprenticeships, Skills, Children and Learning Act 2009, and for the Agency's Learning Records Service (LRS) to create and mantain a unique learner number (ULN) and a Personal Learning Record (PLR). The information you provide may be shared with other organisations for education, training, employment and well-being–related purposes, including for research. Further information about use of and access to your personal data, and details of organisations with whom we regularly share data are available at:
https://www.gov.uk/government/publications/sfa-privacy-notice

Learner's Signature _____

I certify that the information contained on this form is correct

Date [/ | / 20]

European Union
European Social Fund
Investing in jobs and skills

Learner verification type (LRS registration use only) Relationship with school [ ] Passport [ ] Driving licence [ ] ID Card/Other national ID [ ] NI card [ ] Certificate of entitlement [ ] Bank card/ Debit card [ ] Other [ ] None provided [ ]

Sunesis

Learner's names		Learner reference number

Single Individualised Learner Record 2014/15 – Learner Details Data Capture Form – Employment and Monitoring Information

Employment Status

Employment status [ ] Date employment status applies [/ / 20] Employer ID [ ] Is the employer a small employer SEM1 [ ]

Employment status monitoring type and codes Complete where applicable

Is the learner self-employed	Employment Intensity Ind	Length of Unemployment	Length of Employment	Benefit Status Ind	Previous Education Ind	Risk of NEET
S E I	E I I	L O U	L O E	B S I	P E I	R O N

Updated Employment Status

Employment status [ ] Date employment status applies [/ / 20] Employer ID [ ]

Employment status monitoring type and codes Complete where applicable

Is the learner self-employed	Employment Intensity Ind	Length of Unemployment	Length of Employment	Benefit Status Ind	Previous Education Ind	Risk of NEET
S E I	E I I	L O U	L O E	B S I	P E I	R O N

Employment status [ ] Date employment status applies [/ / 20] Employer ID [ ]

Employment status monitoring type and codes Complete where applicable

Is the learner self-employed	Employment Intensity Ind	Length of Unemployment	Length of Employment	Benefit Status Ind	Previous Education Ind	Risk of NEET
S E I	E I I	L O U	L O E	B S I	P E I	R O N

Employment status [ ] Date employment status applies [/ / 20] Employer ID [ ]

Employment status monitoring type and codes Complete where applicable

Is the learner self-employed	Employment Intensity Ind	Length of Unemployment	Length of Employment	Benefit Status Ind	Previous Education Ind	Risk of NEET
S E I	E I I	L O U	L O E	B S I	P E I	R O N

Employment status [ ] Date employment status applies [/ / 20] Employer ID [ ]

Employment status monitoring type and codes Complete where applicable

Is the learner self-employed	Employment Intensity Ind	Length of Unemployment	Length of Employment	Benefit Status Ind	Previous Education Ind	Risk of NEET
S E I	E I I	L O U	L O E	B S I	P E I	R O N

Provider Specified Monitoring Information

Provider specified learner monitoring [ ] [ ]

ESF Destination Information

ESF Destination [ ] Use code 95 in ESF Destination and update when a learner completes all learning.

Learner Details Sample Data Capture 2014/15 V2 Apr2014

Learner's names

Learner reference number

Individualised Learner Record 2014/15 – Apprenticeship Programme Aims ONLY (Funded or Non-funded)

Learning Start Information

Aim type **1**　Aim sequence number 　Learning aim reference **Z P R O G 0 0 1**　Funding model 　Delivery location postcode

Learning start date 　/ 　/ 20　Learning planned end date 　/ 　/ 20　Is the aim restart Y/N (RES) 　Original learning start date 　/ 　/ 20

Programme type 　Framework code 　Apprenticeship pathway

Learning Delivery Funding and Monitoring (FAM) Information – Only complete and return where applicable

Learning delivery funding and monitoring type(s) and code(s)

S O F　　**F F I**　　**W P L**　　**E E F**

Does the learner need learning support? (LSF) 　from 　/ 　/ 20　to 　/ 　/ 20

Does the learner need learning support? (LSF) 　from 　/ 　/ 20　to 　/ 　/ 20

A S L　　**S P P S P**　　**N S A**　　**W P P**　　**T B S**

L D M　　**L D M**　　**L D M**　　**L D M**

Provider Specified Delivery Monitoring Information

Provider specified delivery monitoring fields

Learning End Information

Learning actual end date 　/ 　/ 20　Completion status 　Withdrawal reason

Required if Completion status = 3

Outcome 　Employment Outcome

Provider's Signature _____　Date 　/ 　/ 20

Sunesis

Learner's names [   ]

Learner reference number [   ]

Individualised Learner Record 2014/15 – Apprenticeship Component Aims ONLY (Funded and Non-funded)

Learning Start Information

Aim type [ ] Aim sequence number [ ] Learning aim reference [   ] Funding model [ ] Delivery location postcode [   ]

Learning start date [/ / 20] Learning planned end date [/ / 20] Is the aim restart Y/N (RES) [ ] Original Learning start date [/ / 20] Subcontracted or partnership UKPRN [   ]

Programme type [   ] Framework code [   ] Apprenticeship pathway [   ] Funding adjustment for prior learning [ ] Other funding adjustment [   ]

ESF Funding Information (only to be completed if the aim is ESF funded)

ESF Agreement ID [   ] ESF Local project number [   ]

Learning Delivery Funding and Monitoring (FAM) Information – Only complete and return where applicable

S O F [ ] F F I [ ] W P L [ ] E E F [ ] N S A [ ] A S L [ ]

L D M [   ] L D M [   ] L D M [   ] L D M [   ] S P P S P [   ]

W P P [ ] T B S [   ] P O D [ ]

Does the learner need learning support? (LSF) [ ] from [/ / 20] to [/ / 20] Is the learning aim financed by a 24+ Advanced Learning Loan? (Y/N) (ADL) [ ]

Is the learner in receipt of a 24+ Advanced Loans Bursary Fund? (ALB) [ ] from [/ / 20] to [/ / 20]

Provider Specified Delivery Monitoring Information

Provider specified delivery monitoring fields [   ] [   ]

[   ] [   ]

Learning End Information

Learning actual end date [/ / 20] Completion status [ ] Withdrawal reason [ ] Outcome [ ] Employment Outcome [ ]

Required if Completion status = 3

Achievement date [/ / 20] Outcome grade [   ]

Required if Outcome is achieved

Provider's Signature _____ Date [/ / 20]

Sunesis

Learner's names

Learner reference number

Trailblazer Financial Details

Trailblazer Financial Type		Trailblazer Financial Code		Trailblazer Financial Amount		Trailblazer Financial Record Date	
Trailblazer Financial Type		Trailblazer Financial Code		Trailblazer Financial Amount		Trailblazer Financial Record Date	/ / 20
Trailblazer Financial Type		Trailblazer Financial Code		Trailblazer Financial Amount		Trailblazer Financial Record Date	/ / 20
Trailblazer Financial Type		Trailblazer Financial Code		Trailblazer Financial Amount		Trailblazer Financial Record Date	/ / 20
Trailblazer Financial Type		Trailblazer Financial Code		Trailblazer Financial Amount		Trailblazer Financial Record Date	/ / 20
Trailblazer Financial Type		Trailblazer Financial Code		Trailblazer Financial Amount		Trailblazer Financial Record Date	/ / 20
Trailblazer Financial Type		Trailblazer Financial Code		Trailblazer Financial Amount		Trailblazer Financial Record Date	/ / 20
Trailblazer Financial Type		Trailblazer Financial Code		Trailblazer Financial Amount		Trailblazer Financial Record Date	/ / 20
Trailblazer Financial Type		Trailblazer Financial Code		Trailblazer Financial Amount		Trailblazer Financial Record Date	/ / 20

Single Individualised Learner Record 2014/15 – Learner Details Data Capture Form – Learning Delivery Work Placement Details

Learning Delivery Work Placement Details

Work Placement Start Date	/ / 20	Work Placement End Date	/ / 20	Work Placement Mode		Work Placement Employer Identifier	
Work Placement Start Date	/ / 20	Work Placement End Date	/ / 20	Work Placement Mode		Work Placement Employer Identifier	
Work Placement Start Date	/ / 20	Work Placement End Date	/ / 20	Work Placement Mode		Work Placement Employer Identifier	
Work Placement Start Date	/ / 20	Work Placement End Date	/ / 20	Work Placement Mode		Work Placement Employer Identifier	
Work Placement Start Date	/ / 20	Work Placement End Date	/ / 20	Work Placement Mode		Work Placement Employer Identifier	
Work Placement Start Date	/ / 20	Work Placement End Date	/ / 20	Work Placement Mode		Work Placement Employer Identifier	
Work Placement Start Date	/ / 20	Work Placement End Date	/ / 20	Work Placement Mode		Work Placement Employer Identifier	
Work Placement Start Date	/ / 20	Work Placement End Date	/ / 20	Work Placement Mode		Work Placement Employer Identifier	