



UKPRN

UKPRN
in
previous year

ULN

Learner reference
numberLearner Reference
number in previous year**Individualised Learner Record 2018/19 – 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
numberCurrent
postcodePostcode prior to
enrolmentNational insurance
number

Email address

Campus ID

Off-the-job Hours

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) ☐

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

Learning Difficulty Assessment (LDA) ☐Eligibility for EFA Disadvantage Funding (EDF) ☐Education Health Care Plan (EHC) ☐Eligibility for EFA Disadvantage Funding (EDF) ☐Disabled Student Allowance (DLA) ☐GCSE Maths Condition of Funding (MCF) ☐Special Education Needs (SEN) ☐GCSE English Condition of Funding (ECF) ☐Does the learner need additional learning support? (ALS) ☐Is the learner a High Needs Student (HNS) ☐

Learning support cost

LLDD Health Problem Category	Primary LLDD
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>

Prior attainment
Level

Planned learning hours

Planned employability, enrichment, and
pastoral hoursIs 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)

GCSE Maths qualification Grade

GCSE English Qualification Grade

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 maintain 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 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☐

Learner's Signature

I certify that the information contained on this form is correct

Date

This activity is part-financed by the European Union through the European Social Fund (ESF). ESF supports activities to extend employment opportunities and develop a skilled workforce.



European Union
European
Social Fund

[illegible]



Learner's names

Learner reference number

Individualised Learner Record 2018/19 - Apprenticeship Programme Aims ONLY (Funded or Non-funded)**Learning Start Information**

Aim type	<input type="text" value="1"/>	Aim sequence number	<input type="text"/>	Learning aim reference	<input type="text" value="Z"/> <input type="text" value="P"/> <input type="text" value="R"/> <input type="text" value="O"/> <input type="text" value="G"/> <input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="1"/>	Funding model	<input type="text"/>	Delivery location postcode	<input type="text"/>
Learning start date	<input type="text" value="/"/> <input type="text" value="/"/> 20		Learning planned end date	<input type="text" value="/"/> <input type="text" value="/"/> 20		Is the aim restart Y/N (RES)	<input type="text"/>	Original learning start date	<input type="text" value="/"/> <input type="text" value="/"/> 20
Programme type	<input type="text"/>	Framework code	<input type="text"/>	Apprenticeship pathway	<input type="text"/>	Standard Code	<input type="text"/>		

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

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

<input type="text" value="S"/> <input type="text" value="O"/> <input type="text" value="F"/>	<input type="text"/>	<input type="text" value="F"/> <input type="text" value="F"/> <input type="text" value="I"/>	<input type="text"/>	<input type="text" value="W"/> <input type="text" value="P"/> <input type="text" value="L"/>	<input type="text"/>	<input type="text" value="E"/> <input type="text" value="E"/> <input type="text" value="F"/>	<input type="text"/>
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Does the learner need learning support? (LSF) from 20 to 20

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

<input type="text" value="A"/> <input type="text" value="S"/> <input type="text" value="L"/>	<input type="text" value="S"/> <input type="text" value="P"/> <input type="text" value="P"/>	<input type="text" value="S"/> <input type="text" value="P"/>	<input type="text"/>	<input type="text" value="N"/> <input type="text" value="S"/> <input type="text" value="A"/>	<input type="text"/>	<input type="text" value="W"/> <input type="text" value="P"/> <input type="text" value="P"/>	<input type="text"/>
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<input type="text" value="L"/> <input type="text" value="D"/> <input type="text" value="M"/>	<input type="text"/>	<input type="text" value="L"/> <input type="text" value="D"/> <input type="text" value="M"/>	<input type="text"/>	<input type="text" value="L"/> <input type="text" value="D"/> <input type="text" value="M"/>	<input type="text"/>	<input type="text" value="L"/> <input type="text" value="D"/> <input type="text" value="M"/>	<input type="text"/>
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Household Situation (Maximum 2 options)

<input type="text" value="H"/> <input type="text" value="H"/> <input type="text" value="S"/> <input type="text" value="1"/>	<input type="text"/>	<input type="text" value="H"/> <input type="text" value="H"/> <input type="text" value="S"/> <input type="text" value="2"/>	<input type="text"/>	<input type="text" value="H"/> <input type="text" value="H"/> <input type="text" value="S"/> <input type="text" value="3"/>	<input type="text"/>	<input type="text" value="H"/> <input type="text" value="H"/> <input type="text" value="S"/> <input type="text" value="9"/> <input type="text" value="9"/>	<input type="text"/>	<input type="text" value="H"/> <input type="text" value="H"/> <input type="text" value="S"/> <input type="text" value="9"/> <input type="text" value="8"/>	<input type="text"/>
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Provider Specified Delivery Monitoring Information

Provider specified delivery monitoring fields	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>

Learning End Information

Learning actual end date	<input type="text" value="/"/> <input type="text" value="/"/> 20	Completion status	<input type="text"/>	Withdrawal reason Required if Completion status = 3	<input type="text"/>	Outcome	<input type="text"/>	Employment Outcome	<input type="text"/>
Provider's Signature	<input type="text"/>			Date	<input type="text" value="/"/> <input type="text" value="/"/> 20				



Learner's names

Learner reference number

Individualised Learner Record 2018/19 - Apprenticeship Component Aims ONLY (Funded or Non-funded)**Learning Start Information**

Aim type	<input type="text"/>	Aim sequence number	<input type="text"/>	Learning aim reference	<input type="text"/>	Funding model	<input type="text"/>	Delivery location postcode	<input type="text"/>		
Learning start date	<input type="text"/>	/	<input type="text"/>	/ 20	Learning planned end date	<input type="text"/>	/	<input type="text"/>	/ 20		
Is the aim restart Y/N (RES)					<input type="text"/>	Original Learning start date	<input type="text"/>	/	<input type="text"/>	/ 20	
Programme type	<input type="text"/>	Framework code	<input type="text"/>	Apprenticeship pathway	<input type="text"/>	Standard Code	<input type="text"/>	Funding adjustment for prior learning	<input type="text"/>	Subcontracted or partnership UKPRN	<input type="text"/>
Other funding adjustment					<input type="text"/>						
Additional Delivery Hours					<input type="text"/>	Contract Reference number					<input type="text"/>

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			L	D	M			S	P	P	S	P		
W	P	P									P	O	D			Is the learning aim financed by a 24+ Advanced Learning Loan? (Y/N) (ADL)												<input type="text"/>				
Does the learner need learning support? (LSF)															<input type="text"/>	from	<input type="text"/>	/	<input type="text"/>	/ 20	to	<input type="text"/>	/	<input type="text"/>	/ 20	Household Situation (HHS)					<input type="text"/>	
Is the learner in receipt of a 24+ Advanced Loans Bursary Fund? (ALB)															<input type="text"/>	from	<input type="text"/>	/	<input type="text"/>	/ 20	to	<input type="text"/>	/	<input type="text"/>	/ 20	Household Situation (HHS)					<input type="text"/>	
																Family English, Maths and Language (FLN)												<input type="text"/>				

Provider Specified Delivery Monitoring Information

Provider specified delivery monitoring fields	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>

Learning End Information

Learning actual end date	<input type="text"/>	/	<input type="text"/>	/ 20	Completion status	<input type="text"/>	Withdrawal reason	<input type="text"/>	Outcome	<input type="text"/>	Employment Outcome	<input type="text"/>				
Achievement date	<input type="text"/>	/	<input type="text"/>	/ 20	Required if Completion status = 3											
Required if Outcome is achieved																
Provider's Signature								Date					<input type="text"/>	/	<input type="text"/>	/ 20



Learner's names

Learner reference number

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Single Individualised Learner Record 2018/19 - Learner Details Data Capture Form - Trailblazer Financial Details**Trailblazer Financial Details**Trailblazer Financial
Type

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Trailblazer Financial
Code

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Trailblazer Financial
Amount

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Trailblazer Financial
Record Date

/	/	20
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Trailblazer Financial
Type

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Trailblazer Financial
Code

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Trailblazer Financial
Amount

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Trailblazer Financial
Record Date

/	/	20
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Trailblazer Financial
Type

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Trailblazer Financial
Code

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Trailblazer Financial
Amount

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Trailblazer Financial
Record Date

/	/	20
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Trailblazer Financial
Type

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Trailblazer Financial
Code

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Trailblazer Financial
Amount

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Trailblazer Financial
Record Date

/	/	20
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Trailblazer Financial
Type

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Trailblazer Financial
Code

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Trailblazer Financial
Amount

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Trailblazer Financial
Record Date

/	/	20
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Trailblazer Financial
Type

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Trailblazer Financial
Code

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Trailblazer Financial
Amount

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Trailblazer Financial
Record Date

/	/	20
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Trailblazer Financial
Type

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Trailblazer Financial
Code

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Trailblazer Financial
Amount

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Trailblazer Financial
Record Date

/	/	20
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Trailblazer Financial
Type

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Trailblazer Financial
Code

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Trailblazer Financial
Amount

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Trailblazer Financial
Record Date

/	/	20
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Learner's Names

Learner reference number

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Single Individualised Learner Record 2018/19 - Learner Details Data Capture Form - Learning Delivery Work Placement Details**Learning Delivery Work Placement Details**

Work Placement Start Date	<input type="text" value="/ / 20"/>	Work Placement End Date	<input type="text" value="/ / 20"/>	Work Placement Mode	<input type="text"/>	Work Placement Employer Identifier	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>														

Work Placement Start Date	<input type="text" value="/ / 20"/>	Work Placement End Date	<input type="text" value="/ / 20"/>	Work Placement Mode	<input type="text"/>	Work Placement Employer Identifier	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>														

Work Placement Start Date	<input type="text" value="/ / 20"/>	Work Placement End Date	<input type="text" value="/ / 20"/>	Work Placement Mode	<input type="text"/>	Work Placement Employer Identifier	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>														

Work Placement Start Date	<input type="text" value="/ / 20"/>	Work Placement End Date	<input type="text" value="/ / 20"/>	Work Placement Mode	<input type="text"/>	Work Placement Employer Identifier	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>														

Work Placement Start Date	<input type="text" value="/ / 20"/>	Work Placement End Date	<input type="text" value="/ / 20"/>	Work Placement Mode	<input type="text"/>	Work Placement Employer Identifier	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>														

Work Placement Start Date	<input type="text" value="/ / 20"/>	Work Placement End Date	<input type="text" value="/ / 20"/>	Work Placement Mode	<input type="text"/>	Work Placement Employer Identifier	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>														

Work Placement Start Date	<input type="text" value="/ / 20"/>	Work Placement End Date	<input type="text" value="/ / 20"/>	Work Placement Mode	<input type="text"/>	Work Placement Employer Identifier	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>														

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