

[illegible]

Individualised Learner Record 2013/14 – Learner Details Data Capture Form

Learner Information – Please complete in BLOCK CAPITALS using Black Ink

Family name			Given names			Date of birth	<div></div>	<div></div>	<div>1</div>	<div>9</div>	<div></div>	<div></div>	
Current address lines 1 & 2	House No. / Name & Street				Suburb / Village		Sex (M / F)	<div></div>	Ethnicity	<div></div>			
Current address lines 3 & 4	Town / City				County		Telephone number	<div></div>					
Current postcode	<div></div>	<div></div>	<div></div>	<div></div>	Postcode prior to enrolment	<div></div>	<div></div>	<div></div>	<div></div>	National insurance number	<div></div>	<div></div>	<div></div>
Email address	<div></div>												
Learner does not wish to be contacted (tick all that apply) About courses or learning opportunities (RUI1) <input type="checkbox"/> For surveys and research (RUI2) <input type="checkbox"/> By Post (PMC1) <input type="checkbox"/> By Phone (PMC2) <input type="checkbox"/> By Email (PMC3) <input type="checkbox"/>													

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
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 And / Or

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

Learning Difficulty Assessment LDA ☐ Education Health Care Plan EHC ☐ Disabled Student Allowance DLA ☐

Does the learner need additional learning support? (Y/N) ☐ ALS Learning support cost £

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Prior attainment	<table border="1"><tr><td></td><td></td></tr></table>			Planned learning hours	<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>					Planned employability, enrichment, and pastoral hours	<table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>					Is the learner away from home in accommodation owned or managed by the provider (Y / N)	<table border="1"><tr><td></td><td></td></tr></table>																		
Learner FAM type and identifier(s) (LSR type is not required for ESF funded learning)																																			
L	S	R	<table border="1"><tr><td></td><td></td></tr></table>			L	S	R	<table border="1"><tr><td></td><td></td></tr></table>			L	S	R	<table border="1"><tr><td></td><td></td></tr></table>			L	S	R	<table border="1"><tr><td></td><td></td></tr></table>			N	L	M	<table border="1"><tr><td></td><td></td></tr></table>			N	L	M	<table border="1"><tr><td></td><td></td></tr></table>		

Privacy Notice 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). The information you provide may be shared with other organisations for education, training and employment-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:

<http://skillsfundingagency.bis.gov.uk/privacy.htm>

Learner's Signature _____

I certify that the information contained on this form is correct

Date

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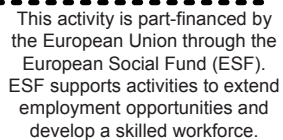
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Learner verification type (LRS registration)

Relationship with school	<input type="checkbox"/>	Passport	<input type="checkbox"/>	Driving licence	<input type="checkbox"/>	ID Card/Other national ID	<input type="checkbox"/>	NI card	<input type="checkbox"/>	Certificate of entitlement	<input type="checkbox"/>	Bank card/Debit card	<input type="checkbox"/>	Other	<input type="checkbox"/>	None provided	<input type="checkbox"/>
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Learner's names

Learner reference number

Individualised Learner Record 2013/14 – Apprenticeship Component Aims ONLY (Funded and 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	Subcontracted or partnership UKPRN	<input type="text"/>	
Programme type	<input type="text"/>	Framework code	<input type="text"/>	Apprenticeship pathway	<input type="text"/>	Funding adjustment for prior learning	<input type="text"/>	Other funding adjustment	<input type="text"/>

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

ESF Agreement ID	<input type="text"/>	ESF Local project number	<input type="text"/>
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Learning Delivery Funding and Monitoring (FAM) Information – Only complete and return where applicable

S	O	F	<input type="text"/>	F	F	I	<input type="text"/>	W	P	L	<input type="text"/>	E	E	F	<input type="text"/>	N	S	A	<input type="text"/>
L	D	M	<input type="text"/>	L	D	M	<input type="text"/>	L	D	M	<input type="text"/>	L	D	M	<input type="text"/>	S	P	P	<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"/>
Achievement date	<input type="text"/>	/	<input type="text"/>	/ 20	Required if Completion status = 3			Outcome grade	<input type="text"/>	
Required if Outcome is achieved										

Provider's Signature _____

Date

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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 a restart (Y / N)	RES	<input type="text"/>	Original Learning start date	<input type="text"/>
								Subcontracted or partnership UKPRN	<input type="text"/>
Programme type	<input type="text"/>	Framework code	<input type="text"/>	Apprenticeship pathway	<input type="text"/>	Funding adjustment for prior learning	<input type="text"/>	Other funding adjustment	<input type="text"/>

ESF Agreement ID							
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Learning delivery funding and monitoring type(s) and code(s)

S	O	F	1	0	5	S	O	F			N	S	A			S	P	P	S	P			
L	D	M				L	D	M				L	D	M				L	D	M			

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Learning actual end date / / 20

7

Withdrawal reason
Required if Completion
Status = 3

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Date / / 20