



Professional Development Courses

Helen Arkell Level 7 Diploma

In Teaching and Assessing Learners with Dyslexia and Specific Learning Difficulties

<i>For office use</i>	
Ref x 2	
DBS less than 3yrs old from completion of course	
CV	
Photo	
Deposit	
Date rec'd	

Application Form

Mr Mrs Miss Ms Other

First Names: _____

Surname: _____

Date Of Birth: _____

Home Address: _____

Post Code: _____

Work Address: _____

Post Code: _____

Telephone (Work): _____

Telephone (Home): (Mobile):

Email:

Qualified Teacher: Yes No

Other Qualifications:

Important: please enclose a C.V. giving details of your education, training & occupational experience.

Please state briefly the background to your interest in specific learning difficulties, why you wish to take the course and what you would hope to gain from it. Use additional sheets of paper if needed but please attach securely.

If you have gained your Level 5 qualification at another Centre, please give tutor's name and contact information, as we will need to contact him/her for a reference.

How did you hear about the Helen Arkell courses?

Fees:

- I will be paying my own fees in full YES (Please circle as appropriate)
- I will be paying my own fees in YES
3 instalments – £1800 1st September 2020,
£1800 1st December 2020, £850 1st March
2021
- I will be paying my own fee in 9 monthly YES
instalments
9 instalments - £500 - 1st of the month,
from September 2020 to May 2021
- I wish my School/College to be invoiced for the YES
total course fees

Please give details of who to contact with regard to your fees, including name and job title, as well as the address and telephone number of your school.

Signed _____

Dated _____

Please tick below if you would like to sign up to receive regular news from Helen Arkell by email

(You can unsubscribe at any time and we will not bombard you with emails or share your details with third parties)

Level 7 Diploma

Application Form

Please return this form to:

Courses Manager, The Helen Arkell Dyslexia Charity, Arkell Lane, Frensham, Farnham, Surrey,
GU10 3BL

Together with:

- 2 references, one professional, and one character reference
- **DBS - Police Check: As a student on our courses we have to satisfy ourselves you have the appropriate police clearance to enable you to go into schools to do your teaching practice. The schools require a full Enhanced DBS check which is no more than 3 years old. If you don't have this you will need to apply for a DBS Disclosure. The centre can apply for a DBS at a cost of £65.00, you will receive a certificate of your police disclosure statement which you may use for other purposes. Alternatively you can make arrangements for this yourself**
- A non-refundable deposit of £350 will be due on day of interview, once you have been offered a place on the course
(This deposit becomes non-refundable once you have been offered a place on a course.)
- Your **CV** giving details of your education, training and occupational experience
- A small passport size **photograph** of yourself
- **All of the above are essential for your application to be processed**
- **Please do not send your form back without the above documents, unless you have been specifically requested to do so.**

To contact the Courses Manager, please:

Phone: 01252 792 400

Email: julieh@helenarkell.org.uk

Helen Arkell Dyslexia Charity

Arkell Lane | Frensham | Farnham | Surrey | GU10 3BL

t 01252 792 400 e enquiries@helenarkell.org.uk w www.helenarkell.org.uk

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