



## 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 provide details of the course and the Centre. Please also ensure one of your references is from the course provider.**

**How did you hear about the Helen Arkell course?**

## Fees:

<input type="checkbox"/> I will be paying my own fees in full		YES/NO
<input type="checkbox"/> I will be paying my own fees in 3 instalments – £1900 1 <sup>st</sup> September 2024, £1900 1 <sup>st</sup> December 2024, £989 1st March 2025		YES/NO
<input type="checkbox"/> I will be paying my own fee in 10 monthly instalments  10 instalments - £482.40 - 1 <sup>st</sup> of the month, from September 2024 to June 2025  Includes £35 supplement for paying in monthly instalments		YES/NO

(Please circle as appropriate)

<input type="checkbox"/> I wish my School/College to be invoiced for the total course fees	YES
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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:

**Julie Hall, Courses Manager, The Helen Arkell Dyslexia Charity, 24 West Street, Farnham, Surrey, GU9 7DR**

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 £500 will be due on day of interview, once you have been offered a place on the course  
(This deposit is non-refundable)
- 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](mailto:julieh@helenarkell.org.uk)

**Helen Arkell Dyslexia Charity**

24 West Street | Farnham | Surrey | GU9 7DR

t 01252 792 400 e [enquiries@helenarkell.org.uk](mailto:enquiries@helenarkell.org.uk) w [www.helenarkell.org.uk](http://www.helenarkell.org.uk)

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