

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

## Professional Development Courses

### Helen Arkell Level 5 Diploma In Teaching Learners with Dyslexia/Specific Learning Difficulties

## Application Form

<b>Farnham</b>	<b>Oxford</b>
Tuesdays KS1-KS2 <input type="checkbox"/>	Tuesdays KS1-KS2 <input type="checkbox"/>
Wednesdays KS2-3 <input type="checkbox"/>	

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:**

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.

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 3 instalments following £350 deposit YES
- 3 instalments –  
£1700 1<sup>st</sup> September 2022,  
£1700 1<sup>st</sup> December 2022,  
£850 1st March 2023
- I will be paying my own fees in 10 monthly instalments following £350 deposit YES
- 10 instalments - £428.50 –  
1<sup>st</sup> of the month, from 1 September 2022 to 1 June 2023  
Includes £35 supplement for paying in monthly instalments
- I wish my School/College to be invoiced for the total course fees YES

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 5 Diploma

## Application Form

Please return this form to:

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

Together with:

- Two 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**
- Your **CV** giving details of your education, training & occupational experience
- **All of the above are essential for your application to be processed**
- 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.)
- **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 792400

Email: [julieh@helenarkell.org.uk](mailto:julieh@helenarkell.org.uk)

### Helen Arkell Dyslexia Charity

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

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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