



Learning+Skills Council

L25 LSC No. L44 NCS Delivery LSC L01 Provider Number (UPIN) L03 Learner Reference Number

The Provider should X this box If this is a change notification **Box A**

Key ESF/ CFD Fields

Individual Learner Record - Part A - Learner Information - WBL/ESF

Section 1 - Please complete in BLOCK CAPITALS using Black Ink

L09 Learner's Surname L10 Learner's Forenames L26 National Insurance No.

L18/L19 Home Address L23 Contact Telephone Number (inc STD Code)

L20/L21 L13 Sex (M or F) L12 Ethnicity (see guidance)

L17 Home Postcode L24 Country of Domicile

L22 Current Postcode (if living away from home whilst in learning) L11 Date of Birth 1 9

Section 2

L14 Learning Difficulties/Disabilities L15 Disability or Health Problem L16 Learning Difficulty L35 Prior Attainment Level

L34 Learner Support Reasons 9 9 9 9 L36 Status on Day prior to Learning L37 Status on First Day of Learning

Section 3

L28 Eligibility for Enhanced Funding

Data Protection Act 1998 The information you provide on this form will be passed to the Learning and Skills Council (the LSC). The LSC is responsible for funding and planning education and training for young people and adults in England, and is registered under the Data Protection Act 1998. The information you provide will be shared with other organisations for the purpose of administration, careers and other guidance, and statistical and research purposes. Other organisations with which we will share information include, the Department for Education and Skills, Connexions, Higher Education Statistics Agency, Higher Education Funding Council for England, educational institutions and organisations performing research and statistical work on behalf of the LSC or its partners. The LSC is also a co-financing organisation and uses European Social Funds from the European Union to directly or indirectly part-finance learning activities, helping develop employment by promoting employability, business spirit and equal opportunities, and investing in human resources. Further information about partner organisations and what they do, may be found at <http://www.lsc.gov.uk>, and by following the links to data protection. At no time will your personal information be passed to organisations for marketing or sales purposes. From time to time students are approached to take part in surveys by mail and phone, which are aimed at enabling the LSC and its partners to monitor performance, improve quality and plan future provision.

Tick box L27a if you do not wish to be contacted by the LSC or its partners in respect of surveys and research. The LSC values your views on the education or training which you receive, and will use these to help bring about improvements for learners in England.

The LSC or its partners may wish to contact you from time to time about courses, or learning opportunities relevant to you. Please tick box L27b if you do not wish to be contacted about courses or learning opportunities by post.

Box B If Box B is marked with an X the ESF Funding statement below applies to this learning. The Field A06 on Parts B & C should be coded 01 against the appropriate aims.

This activity has been directly or indirectly part-financed by the European Union through European Social fund-helping develop employment by promoting employability, business spirit and equal opportunities, and investing in human resources.

Learner's Signature Date 2 0

I certify that the information contained on this form is correct

Provider's Signature Provider's Name Date 2 0

Section 4

L38 Employment Status on Last Day of Learning L39 Destination Date 2 0

Provider's Signature Provider's Name



EUROPEAN UNION
European Social Fund



Learning+Skills Council

A02 Contract Type.

L25 LSC No.

A01 Provider Number (UPIN)

A03 Learner Reference Number

The Provider should X this box If this is a change notification

Box A

Key ESF/ CFD Fields

Individual Learner Record - Part B - Main Aim Information - WBL/ESF

Section 5 - Please complete in BLOCK CAPITALS using Black Ink

L09 Learner's Surname

L10 Learner's Forenames

L11 Date of Birth

Section 6 - Main Aim - Start

A09 Learning Aim Reference No.

A10 LSC Funding Stream

A15 Programme Type

A16 Programme Entry Route

A27 Learning Start Date

A28 Planned End Date

A51 No of OPP's

A24 SOC Code

A26 Sector Code

A53 Additional Learning/Social Needs

A49 Special Projects & Pilots

A44 Placement Employer Name

A45 Placement Postcode

A23 Delivery Location Postcode

I certify that the 'Start' information contained on this form is correct

Provider's Signature

Print Name

Date

A06 ESF Data Set

Section 7 - Main Aim - End Information

A40 Achievement Date

A43 Framework Achievement Date

A31 Learning Actual End Date

A34 Completion Status

A35 Learning Outcome

*Fields A37 & A38 should be left blank when the full aim has been achieved

A37 No of Units Completed from a full learning aim*

A38 Total Number of Units required to achieve full learning aim*

A50 Reason learning ended

I certify that the 'End' information contained on this form is correct

Provider's Signature

Print Name

Date



EUROPEAN UNION European Social Fund



Learning+Skills Council

A02 Contract Type. L25 LSC No. A01 Provider Number (UPIN) A03 Learner Reference Number

The Provider should X this box if this is a change notification Box A

Key ESF/ CFD Fields

Individual Learner Record - Part C - Subsidiary Aim Information - WBL/ESF

Section 5 - Please complete in BLOCK CAPITALS using Black Ink

L09 Learner's Surname L10 Learner's Forenames L11 Date of Birth **1 9**

Section 8 - Subsidiary Aims (including Technical Certificates & Key Skills)

A09 Learning Aim Reference No.	A10 LSC Funding Stream	A15 Programme Type	A27 Learning Start Date		A28 Planned End Date		A06 ESF Data Set	Provider's Signature & Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Section 9 - Subsidiary Aims (including Technical Certificates & Key Skills)

A09 Learning Aim Reference No.	A40 Achievement Date		A31 Learning Actual End Date		A34 Completion Status	A35 Learning Outcome	A37 (Refer to Part B for descriptors)	A38	Provider's Signature & Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>





Learning+Skills Council

A02 Contract Type.

L25 LSC No.

A01 Provider Number (UPIN)

A03 Learner Reference Number

The Provider should X this box if this is a change notification

Box A

Key ESF/ CFD Fields

Individual Learner Record - Part D - Co-financing Information

Section 5 - Please complete in BLOCK CAPITALS using Black Ink

L09 Learner's Surname

L10 Learner's Forenames

L11 Date of Birth

1 9

Section 6

A09 Learning Aim Reference No.

A10 LSC Funding Stream

Section 10 - ESF Co-financing start

E08 Date Started ESF Co-financing

E22 Project Dossier Number (Measure Level)

E09 Planned End for ESF Co-financing

E23 Local Project No.

E11 Industrial Sector of Learner's Employer

E18 Delivery Mode

E12 Employment Status on day before starting ESF/CFD Project

E15 Type and size of Learner's Employer

E19 Support Measures to be accessed by the learner

E13 Learner's Employment Status

E17 Main Co-financing activity

E20 Learner Background

E14 Length of unemployment before starting ESF Project

E16 Addressing gender stereotyping

E21 Support measures for learners with disabilities

I certify that the above information contained on this form is correct

Provider's Signature

Print Name

Date

This activity has been directly or indirectly part-financed by the European Union through European Social fund-helping develop employment by promoting employability, business spirit and equal opportunities, and investing in human resources.

Section 11 - ESF Co-financing end

E10 Date ended ESF Co-financing

Date

I certify that the information completing this page is correct

Provider's Signature

Print Name



EUROPEAN UNION European Social Fund



Learning+Skills Council

A02 Contract Type.

L25 LSC No.

A01 Provider Number (UPIN)

A03 Learner Reference Number

The Provider should X this box If this is a change notification

Box A

Key ESF/ CFD Fields

Individual Learner Record - Part E- Special Monitoring Data

Section 5 - Please complete in BLOCK CAPITALS using Black Ink

L09 Learner's Surname

L10 Learner's Forenames

L11 Date of Birth

Section 12 - Learner Monitoring

L40 National Learner Monitoring

L41 Local LSC Learner Monitoring

L42 Provider Specified Learner Data

Section 13 - Learner Aim Monitoring

A46 National Learning Aim Monitoring

A09 Learning Aim Reference No.

A47 Local LSC Learning Aim Monitoring

A48 Provider Specified Learning Aim Data

A46 National Learning Aim Monitoring

A09 Learning Aim Reference No.

A47 Local LSC Learning Aim Monitoring

A48 Provider Specified Learning Aim Data

I certify that the information contained on this form is correct

Provider's Signature

Print Name

Date



EUROPEAN UNION
European Social Fund