

If you are interested in bespoke in-house delivery for your centre, please email training@laser-awards.org.uk

Course details

Course title	<input type="checkbox"/> Level 3 Award in Education and Training <input type="checkbox"/> Level 4 Unit - Understanding the Principles and Practices of Internally Assuring the Quality of Assessment <input type="checkbox"/> Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice (competence portfolio unit) <input type="checkbox"/> Assessor Workshop (morning session) <input type="checkbox"/> IQA Workshop (afternoon session) <input type="checkbox"/> Invigilator Training <input type="checkbox"/> Trident Awards Internal Quality Assurance <input type="checkbox"/> Trident English Language Assessment Training <input type="checkbox"/> Assessor and Internal Quality Assurance CPD Training
Date(s): (if known)	
Location:	
Cost:	

Delegate details

Name(s):	
Centre Name: (if approved centre)	
Email Address(es):	
Telephone number:	
PO Number (if applicable):	
Invoices are emailed so please provide the email address for where you would like the invoice sent	

Please return this form via email to: l.strickland@laser-awards.org.uk

Cancellation and Transfer Policy

Due to the preparation costs involved, the following cancellation charges will apply to all courses:

Withdrawal from any course -

- Within 1 month of its commencement – 50% of the full cost of the course
- Within 5 working days of its commencement – full cost of the course

Cancellations must be made in writing to: l.strickland@laser-awards.org.uk and will be acknowledged by a confirmation email.

Transfer of your place may be made free of charge to one other date. Transfers must be notified in writing via email to l.strickland@laser-awards.org.uk at least one calendar month prior to the course commencing. Transfers received after this period will be considered as a cancellation and the cancellation policy will be applied.

Substitutions may be made at any time prior to the course starting subject to candidate suitability.

If you are being sponsored by an employer, we will release information on attendance and progress if requested by your sponsor.

A full refund of a course fee will be made if the course is cancelled by LASER.

LASER will keep your personal data in a secure location and will only share it with any requests from OFQUAL and the Awarding Organisation who you will be registered with for the Qualification.

However, if you are being sponsored by an employer, we will release information on attendance and progress if requested by your sponsor.

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Delegates signature and date

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Line Managers signature and date

N.B. electronic signatures/scanned are acceptable.