

# Employer Sponsorship Form

## for Tuition Related Fees, Examination & Registration Fees

**This is to certify that:**

Name and Address of firm/company to be invoiced

Company Name	Purchase Order No.	Tel No.
Address		
		Post Code

**will be responsible for the payment of fees for:**

Name of Student	Enrolled on Course Code
Course Title	

**The Data Protection Act 1998** - I understand that the information that I have given on this form, can be used for any matter related to the programme of study, to comply with the requirements set out by various government agencies, the analysis of statistics and for marketing purposes.

I understand that the information I have supplied will be used only for the purpose set out in the statement above, and in accordance with the College registration for Data Protection made under the Data Protection Act 1998.

I do not want the information given in this form used for marketing purposes

Date	Signed
Name in Capitals	Position in Organisation

A form for each student **MUST** be signed by a member of the firm who has the authority to agree expenditure, and should have the firm's official stamp. Sponsorship will refer to the whole duration of the qualification. No student will be enrolled or registered for an examination before paying the appropriate fee or producing this signed certificate.

I understand that additional charges may be incurred if outstanding balances are not settled and a debt collection agency becomes involved. In these cases fees will be subject to an interest charge.

This form **SHOULD NOT** be used if the student is on a Government Sponsored Training Scheme or in receipt of training credits.

Failure to provide accurate information on this form could lead to a revised charge being made.

**OFFICIAL STAMP**

**FOR OFFICE USE ONLY**