



## Application to Register E-Learning

This form is intended to be completed by those who wish to register an E-Learning package with UKATA

All applicants should ensure that they meet the requirements as defined on UKATA's Standards for E-Learning document **A0058** (available for download on the UKATA website, [http://www.ukata.org.uk/uploads/userfiles/file/UKATA%20Standards%20for%20E-Learning%20%2015\\_06\\_11.pdf](http://www.ukata.org.uk/uploads/userfiles/file/UKATA%20Standards%20for%20E-Learning%20%2015_06_11.pdf) ).

Please note: **YOU MUST BE AN EXISTING MEMBER OF UKATA TO UNDERTAKE THIS PROCESS. SUCCESSFUL CANDIDATES WILL BE REQUIRED TO ISSUE CERTIFICATES VIA THE UKATA CERTIFICATE GENERATOR/REGISTER**

Name of Company:	
UKATA Membership No:	
Membership Renewal Date:	
Registered address:	
	Post code
Contact Name:	
Contact details:	Telephone:
	Mobile:
	e-mail:
	Web address:
Please give the name(s) of your "asbestos competent person" who has been part of the development team and details of formal asbestos training.	
Please confirm that your course meets with the defined UKATA syllabus :	
<b>YES / NO</b> <i>Please circle as appropriate</i>	
How do you intend to deal with queries / questions from delegates undertaking the course?	



What timescales will you answer queries within (e.g. immediate / within 24hrs / within 1 week etc)?

Please confirm your agreement to allow your E-Learning package and supporting system to be open to verification by UKATA. *(The Data Protection Act 1998 requires UKATA to inform you that this form may include information about you (this is called 'personal data' in the Act) and that we are the 'data controller' for the purposes of this Action. UKATA will process the data for administration purposes. UKATA may disclose this data to any person or organisation for the purposes of which it was collected or where the Act allows disclosure. As data subject you have the right to ask for a copy of the data and to ask for any inaccurate data to be correcte)..*

**YES / NO**

*Please circle as appropriate*

**UKATA E-Learning Registration Fees**

A pro-forma invoice will be available on request

The application will proceed upon payment of Administration Fee

Please Note: The membership fee will be required annually

	Net £	VAT 20% £	TOTAL £
Administration Fee: (Payable upon application)	500.00	100.00	600.00
Membership Fee: (Payable upon acceptance)	500.00	100.00	600.00

The preferred payment method is BAC's

Natwest Bank

Account name: UKATA (UK Asbestos Training Association)

Sort Code: 60-40-09

A/C No: 33606382

Name (print please) .....

(sign) .....

Position:

Date: