

# Course Application Form 2021

Name:	
Address and postcode:	
Telephone:	
Mobile:	
Email Address:	

Do you have any special needs related to your chosen course(s)?

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## Course Details

Ref. No:	Course Details:	Course Fee:	Amount Due:

## Charges

Tick the box(es) that apply and give details below:

Full fee.       50%.       Instalments.       Concession.

If paying by cheque, please make these payable to Orkney Islands Council. You may be asked to provide proof of eligible to claim concessions.

**Additional costs:** Participants may be required to pay for additional materials at the start of the course as detailed in the programme. Concessions do not apply to additional costs.

<b>Total Due:</b>	£
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## Privacy Statement

We need the information on this form in order to process your enrolment. Providing this public service is the legal basis for the Council's lawful processing of this form. Only members of staff with a need to know will access this information. More information about how the council will process your personal data and about your rights is available here:

<https://www.orkney.gov.uk/online-Services/privacy.htm>

## Office Use Only

Reason for concession claim:	
Signature:	Date: