

Registration Form

To register for the Plan-it Certificate:

- Please forward the names of students who will be working towards the Plan-it Certificate. A list of names will not be required if **all** the students who were issued with Plan-it Passwords in a year group are working towards the Certificate (please indicate this below).
- You will be invoiced for the Registration Fee of £1 per student plus post and packing. Moderation will incur a separate charge (see over for details)

Organisation: _____

Address: _____

Tel. No: _____ **Fax. No:** _____

Name of Teacher Responsible for Plan-it Certificate: _____

Email for Main Contact: _____

Year 9 students to be registered for the Plan-it Certificate:

Whole year group: Add numbers

Small group: Add Numbers (Please send a list of names)

Year 10 students to be registered for the Plan-it Certificate:

Whole year group: Add numbers

Small group: Add Numbers (Please send a list of names)

Year 11 students to be registered for the Plan-it Certificate:

Whole year group: Add numbers

Small group: Add Numbers (Please send a list of names)

To be signed by the Head of the organisation:
 Our organisation would like to register for the Connexions West of England Plan-it Certificate. I understand that the moderation arrangements will include a member of the Connexions West of England Plan-it Team moderating students' work electronically through the Plan-it Management System.
 I confirm I am in agreement with this arrangement.

Signed: _____ **Date:** _____

Please return signed form and data to:
 Rebecca Stratton, Connexions West of England, PO Box 2115, 4 Colston Avenue, Bristol, BS99 7PZ.
 Tel: 0117 9074 417 Fax: 0117 987 2661 Email: rstratton@connexionswest.org.uk



Costs for Organisations Areas West of England: 2006-2007

Individual Registration Costs:

The cost of registration will be £3 per learner.

This cost will include:

- Registration
- A Certificate Envelope for each learner
- A Certificate (if the learner has successfully completed all aspects of the Plan-it Certificate, as required and the organisation has been successfully moderated)

Moderation costs are as follows:

Number of learners requiring moderation	Costs of Moderation
10 - 49	£60
50 - 99	£100
100 - 199	£125
200 - 299	£150
Over 300	Please contact us for a cost