

STEP Accreditation of Prior Certificated Learning

Application Form

Data Protection

CLT International and STEP are committed to protecting the privacy and security of your personal information. By signing this document, you confirm that you have read, understood and agree to CLT International's Privacy Policy which describes how CLT International and STEP collect and use personal information about you in accordance with data protection law.

Visit www.cltint.com/privacy-policy and www.step.org/privacy-notice to find out more.

Please return the completed form to cltinternational@centlaw.com

Complete the form in English and type or print in **BLOCK LETTERS**

Complete this application to apply for 30 Entry Level towards STEP membership and progress towards studying at Diploma Level. This form cannot be accepted and your application will not be reviewed until payment has been received. The application fee of £50 + UK VAT can be paid at www.cltint.com.

Please provide the order number given on receipt of payment in the box below:

1. Personal Details

Title: _____ First Name: _____

Last Name: _____ Email Address: _____

Signature _____

2. Employment Details

Employer: _____ Employer Contact Name: _____

Employer Address: _____ Employer Contact Job Title: _____

Town/City: _____ Employer Contact Email: _____

County: _____ Employer Contact Telephone Number: _____

Country: _____ Postcode: _____

3. Details of Prior Certificated Learning

If your prior qualification(s) is/are on the table listing those qualifications already confirmed as meeting APCL requirements, please complete only the Name of Award, Awarding Body and Date of Award below.

1. Name of Award: _____ Awarding Body: _____

Date of Award: _____

Please submit your qualification completion certificate (or other supporting evidence) with this form.

What was the duration of the course (from enrolment to final examination/assignment submission)?

Approximately how many study hours were involved and how were these spent (e.g. face-to-face teaching, personal study)?

If there was an assignment/coursework component, describe the type of question set (e.g. case study) and state how many words were required.

If there was an examination component, describe the length of the examination and the type(s) of question asked, e.g. discursive essay-style questions, legal problem-solving scenarios, tax computations, MCQs, etc.

2. Name of Award: _____ Awarding Body: _____

Date of Award: _____

Please submit your qualification completion certificate (or other supporting evidence) with this form.

What was the duration of the course (from enrolment to final examination/assignment submission)?

Approximately how many study hours were involved and how were these spent (e.g. face-to-face teaching, personal study)?

If there was an assignment/coursework component, describe the type of question set (e.g. case study) and state how many words were required.

If there was an examination component, describe the length of the examination and the type(s) of question asked, e.g. discursive essay-style questions, legal problem-solving scenarios, tax computations, MCQs, etc.
