



## FIA QUALIFICATION SCHEME LEARNER ENROLMENT FORM

### DOCUMENTATION REQUIRED

This Learner Enrolment Form should be submitted to the FIA Secretariat (see below) together with:

- copies of all relevant certificates and qualifications;
- a recent passport style digital photograph (200x150 pixels) e-mailed to the FIA Secretariat.

### FEES

If you are not a Personal Member of the FIA please enclose a cheque for £40.25 (£35.00+VAT) payable to the Fibreoptic Industry Association. If you wish to pay by credit card then contact the FIA Secretariat by telephone before submitting the Learner Enrolment Form.

*The application fee is non-refundable if your application is not accepted*

<b>Learner Enrolment No.</b> (issued by the FIA upon enrolment)	
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Learners enrolling on the FIA Qualification Scheme shall:

- either be a Personal Member of the FIA or be an employee or officer of a Corporate Member of the FIA;
- complete the Enrolment Form and return it to the FIA.

Until enrolled learners have achieved a High Level Award (Levels IV and V), they shall:

- commit to achieving at least one Unit award each year;
- not misrepresent themselves by using titles which they have not yet achieved;
- advise the FIA of Units achieved by submission of a Unit Feedback Form;
- advise the FIA of any address change;
- promote the FIA, the FIA Qualification Scheme and professionalism throughout the industry;
- advise the FIA of any misrepresentation by any other individual or organisation.

Learners who have successfully achieved Level II-V Awards are entitled to display the relevant award letters (and logo as appropriate) for a period of up to one year. Continuing entitlement to that Award Level is achieved by CPD and by remaining either a Personal Member of the FIA or an employee or officer of a Corporate Member of the FIA.

It is the responsibility of the successful candidate to provide the FIA with details of CPD courses/events attended in the year.

With the submission of this Enrolment Form and enclosed documentation:

- I apply to enter the FIA Qualification Scheme and Continuing Development Register.
- I confirm that I hold the qualifications listed on the attached pages
- I commit to undertake further education and attain qualifications on an annual basis in order to progress through the FIA Qualification Scheme (see FIA Qualification Scheme rules and requirements).

### THE FIBREOPTIC INDUSTRY ASSOCIATION

(a Company Limited by Guarantee)

Head Office: The Manor House, BUNTINGFORD, Hertfordshire, SG9 9AB

Tel: 01763 273039 Fax: 01763 273255

Web: www.fia-online.co.uk ----- e-mail: jane@fiasec.demon.co.uk

Applicants  
Signature

Employers  
Contact  
Signature

Not required if applicant is an FIA Personal Member

Date .....

Date .....

### LEARNERS DETAILS

<b>Name</b>	<b>Mr./Ms./Mrs./Other Title</b>	<b>Full name</b>	
<b>Address</b>	<b>City:</b>		
	<b>County:</b>		
	<b>Postcode:</b>		
	<b>Country:</b>		
<b>Home Tel:</b>		<b>e-mail:</b>	
<b>Mobile Tel:</b>			
<b>Fax:</b>		<b>Date of birth</b>	

### EMPLOYERS DETAILS

<b>Name</b>		FIA Member	*Yes/No	M/ship No	
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### Employers Training/Qualifications Contact (e.g. Human Resources Manager)

<b>Name:</b>		<b>Business tel:</b>	
<b>Mobile Tel:</b>		<b>e-mail:</b>	

NOTE: You do not need to complete the following section if your employer is an FIA member

<b>Address</b>	<b>City:</b>		
	<b>County:</b>		
	<b>Postcode:</b>		
	<b>Country:</b>		

### Complete if applicable:

On the basis of qualifications already obtained I apply for the FIA Qualification Scheme Award of

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**EXISTING QUALIFICATIONS**

Copies of this template may be made as required - DO NOT FORGET TO SUBMIT COPIES OF ALL CERTIFICATES OF QUALIFICATION

Qualification System	Tick		
City & Guilds		Title:	
Open College Network			
BTEC		Pass Mark/	
NVQ		Level:	
Other Academic Award		Training	
Manufacturers Award		Provider:	
Health and Safety Award		Date:	
Other			

Qualification System	Tick		
City & Guilds		Title:	
Open College Network			
BTEC		Pass Mark/	
NVQ		Level:	
Other Academic Award		Training	
Manufacturers Award		Provider:	
Health and Safety Award		Date:	
Other			

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