

Tutors' Alliance

Tutors' Alliance

Tutor
Check**Application Form**

Please print out this application form and complete it carefully in block capitals and black ink. Before starting, please read the Guidance Notes for the Application Form and the Membership Terms and Conditions. Any incomplete applications will be returned unprocessed and an administration fee will be charged.

I am applying for: Basic Professional membership.
I wish to pay by: One-off Fee Direct Debit subscription .

About You

Name	
Date of Birth	
Address	
Post Code	
Landline	
Mobile	
E-mail Address	
Website Address	

About Your Tuition

Subjects you tutor	
Levels	
Years of experience	

Eligibility to Work in the UK

Do you have the right to take up employment in the UK?

Yes No

If yes, is this as an EU national?

Yes No

If you have permission to work in the UK through another route, please give details.	
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Health

Are there any health issues affecting your application of which Tutors' Alliance should be aware?	
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Education – PLEASE NOTE WE ONLY CHECK ACADEMIC QUALIFICATIONS OBTAINED IN THE UK**Higher/Further Education**

Name and address of Establishment	
Course Name	
Dates attended	
Results	

Name and address of Establishment	
Course Name	
Dates attended	
Results	

Tutoring Experience/Methods

Please give a brief statement of your tutoring experience and methods.

References**Reference 1**

Name	
Position	
Organisation	
Relationship to you	
Phone	
E-mail	

Reference 2

Name	
Position	
Organisation	
Relationship to you	
Phone	
E-mail	

Interview

Please state the days and times you are available for an interview.

Day

Monday
 Tuesday
 Wednesday
 Thursday
 Friday

Time

9 a.m. – midday
 midday – 2 p.m.
 2 p.m. – 5 p.m.
 5 p.m. – 8 p.m.

I would prefer the interview to be conducted by:

Telephone Skype

How did you hear about Tutors' Alliance?	
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PLEASE READ ALL THIS INFORMATION VERY CAREFULLY

I agree to Tutors' Alliance Ltd. processing the information contained in this application and contacting the third parties named above in relation to the information I have given above in order to process the application. Tutors' Alliance Ltd. will provide an accurate Tutor Check based on the information provided to us. By signing the agreement below, you accept that Tutors' Alliance Ltd. will complete the Tutor Check report as it sees fit. This does not affect your right to access information under the Data Protection Act 1998.

Tutors' Alliance Ltd. does not accept any liability for the accuracy of information provided to it by third parties.

Tutors' Alliance takes your personal data very seriously. Tutors' Alliance will never disclose your personal information to third parties unless necessary by operation of law. By signing this application form in accordance with the Data Protection Act 1998, I hereby consent to Tutors' Alliance Ltd. holding, using, disclosing and processing both electronically and in hard copy form any personal and sensitive data relating to me for the purposes of customer-related administration and business records and may use such data in the course of the company's business.

I agree that Tutors' Alliance may, from time to time, send me details of services which may be of interest to me by post or by e-mail.

Tutors' Alliance Ltd. abides by the Code of Practice of Disclosure Scotland and the Criminal Records Bureau. Your personal information is handled in accordance with our Privacy Policy.

I confirm that I have read and accept the Terms and Conditions of Tutors' Alliance membership and agree to abide by the Tutors' Alliance Principles of Tutoring for the duration of my membership of Tutors' Alliance. I confirm that I have also read and accept the Guidance Notes accompanying this application.

I confirm that the information provided in this application is true and correct to the best of my knowledge and belief.

I have enclosed the following (please tick)

- A Certified Copy of my Passport
- A copy of your driver's licence photocard (where applicable)
- A copy of a statement dating from within the past three months (e.g. gas, electricity, bank)
- A clear photocopy of PhD/ Masters / PGCE certificate(s)
- A clear photocopy of Bachelor's degree certificate(s)
- A clear photocopy of Secondary Education qualifications
- A passport photograph (please advise if this is to be sent by e-mail instead)
- Any copies of advertising or marketing literature (where appropriate)

Signature		Date	
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