

# **Kirklees Apprenticeship Hub Awards 2015**

## **Individual nomination form**

Closing date for nominations is 4pm Friday 22 May 2015



**Please ensure you read the guidance notes before completing the form.**

### Apprentice's details

Please write the name of the learner **exactly** as you would like it to appear on the certificate. Please write in block capitals:

<b>Name</b>	<b>Daytime tel no</b>
<b>Address</b>	<b>E-mail address</b>
<b>Town/City</b>	<b>Mobile tel no</b>
<b>Postcode</b>	<b>Date of birth</b>

### Nominator's details

Anyone except a relative can be a nominator for a learner

<b>Your name</b>	
<b>Job title</b>	
<b>Organisation</b>	
<b>Address</b>	
<b>Town/City</b>	
<b>Postcode</b>	
<b>Telephone no</b>	
<b>E-mail address</b>	

What is your relationship to the Apprentice you are nominating:

Tutor     Colleague     Employer     Mentor     Manager

Other, please specify



Which category are you nominating them for?

16-18 Intermediate Apprentice of the Year Award

16-18 Advanced Apprentice of the Year Award

19+ Intermediate Apprentice of the Year Award

19+ Advanced Apprentice of the Year Award

Higher Apprentice of the Year Award

Apprenticeship Achievement Award

Apprentice Champion of the Year Award

## More about the Apprentice

Please provide as clear and rounded picture of your Apprentice's background and achievements as possible.

**Why do you believe this Apprentice deserves an award? (300 words)**

**What contribution has the Apprentice made to their employers' organisation? (100 words)**

**How has the Apprentice demonstrated their progression? (100 words)**

**Has the Apprentice had any significant difficulties that they have overcome? (100 words)**

**Publicity information:**

Kirklees Council will use Kirklees Apprenticeship Hub Award winners as case studies for local press and media releases and social media posts. If your nominee is chosen as an award winner, Kirklees Council would like to contact your organisation particularly the individual responsible for press and marketing in connection with publicity for your winner. Please provide the best person for us to contact below:

<b>Name</b>	
<b>Job title</b>	
<b>Telephone no</b>	
<b>Email address</b>	

Information supplied about Kirklees Apprenticeship Hub winners and the official photographs taken at the ceremony may be used in relation to future media publications please ensure that your nominees are aware of this. Please use the box below to tell us anything that your nominee does not want sharing in publicity.



**Nominator's declaration:**

By submitting this form and ticking the box, I confirm that:

- I give consent for Kirklees Apprenticeship Hub to use the information in this form
- The Apprentice's permission has been sought to nominate them for an award.

I confirm that the above declaration is true.

**Apprentice's declaration:**

By submitting this form and ticking the box, I confirm that:

- I wish to be nominated for a Kirklees Apprenticeship Hub Award;
- The information supplied is correct to the best of my knowledge and the statements are true and accurate; and
- I agree to my name and information about my apprenticeship being passed on to third parties including the press and media for publicity purposes only.
- I agree to my photo been taken at the award ceremony.

I confirm that the above declaration is true.

Kirklees Apprenticeship Hub will notify winners and nominators during June 2015. If you haven't heard anything from us, please presume that your nomination hasn't been successful on this occasion.

**Closing date for completed forms is 22 May 2015. Please send completed forms to:**

[Apphub@kirklees.gov.uk](mailto:Apphub@kirklees.gov.uk)

**Alternatively, by post to:**

Kirklees Apprenticeship Hub  
Civic Centre 3  
Market Street  
Huddersfield  
HD1 2YZ

If sending by post please sign below:

Signed:  
Nominator

Date:

Signed:  
Apprentice

Date:

**Please complete all relevant sections - only fully completed forms will be considered.**

