



# Environmental Health Registration Board

## Registration Form 2018

Please indicate (**mark X**) which qualification you wish to register for

- Higher Certificate in Food Premises Inspection**
- Higher Certificate in Food Control**
- Diploma in Health & Safety at Work Enforcement**
- Diploma in Environmental Protection**
- Higher Certificate in Housing Practice**

<b>Full Name</b>	<b>Dr/Mrs/Miss/Ms/Mr</b>
<b>Address</b> (for correspondence)	<b>Post code:</b>
<b>Email</b>	
<b>Daytime Tel No.</b>	

**Name and address of organisation where you will be doing your practical training (if known):**

<b>Name:</b>	<b>Address:</b>
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### PRE-ENTRY REQUIREMENTS

All Candidates are required to undertake an accredited course of Structured Academic Learning and this must have been satisfactorily completed and accepted by the EHRB before the candidate may undertake any further assessments.

You are therefore required to demonstrate to the EHRB that your existing qualifications or your proposed course of study meets the Entry Requirements.

**Indicate by ticking the relevant box, which one of the following categories applies to you:**

- You hold a certificate or Diploma awarded after successfully completing an accredited course of study.  
**(you must enclose copy of Certificate)**
- You are currently in the middle of an accredited course of study **or** are proposing to embark on such a course.  
**(you must enclose details of the course and proof of your enrolment).**

Signature..... Date.....

<b>FOR OFFICE USE</b>	<b>Registration Number</b> ___ ___ / ___ ___ <b>Date registration fee received</b> _____ <b>Date Logbook despatched</b> _____
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## Payment Information

You can pay by cheque (payable to EHRB) or, alternatively, if you wish to pay by credit/debit card (Maestro, Solo, Visa or Mastercard only), please give a day time number and our Admin Officer will contact you via telephone to take payment. Please note that your registration will not be processed until payment is secured.

Day Time Telephone No. \_\_\_\_\_

**Please return this form to:** Membership & Education Department, EHRB, Chadwick Court, 15 Hatfields, London SE1 8DJ.

## Registration Form – Notes

### **Registration Fee is currently £164.00**

This means that you are registered as a candidate with the Environmental Health Registration Board (EHRB) and can receive your practical training logbook. You will then need to pay the appropriate assessment fees when you apply for them.

Please make cheques payable to EHRB and ensure that your name and address are on the back if the cheque does not bear your name. A cheque must accompany this form when submitted or, alternatively, we will call you for credit/debit card details.

Please note that your registration will not be processed until payment is secured.

**We do not issue invoices for Registration fees.** However, the finance department will send you a receipt for your fee once we have processed your application and your payment has cleared.

### **What happens next**

Please return this form with payment to the Membership & Education Department, EHRB, Chadwick Court, 15 Hatfields, London SE1 8DJ.

You will then receive from the EHRB the following:

- a) A registration letter confirming your details on our database and your individual candidate registration number.
- b) The Practical training logbook (if your qualification/proposed course of study is acceptable).

**Candidates are required to submit evidence of qualifications or enrolment and should send photocopies of original certificates.**

### **PLEASE NOTE**

**If your address changes,** please let us know as soon as possible to enable us to update your details on the Database. Please note that the EHRB cannot accept any responsibility for information not being received if you fail to inform the Administration Team of EHRB of any changes.