

Application to submit ELP / PPP / Hybrid 2018

Before completing this form, please read the notes overleaf

Please tick the portfolio that you are submitting:

Experiential Learning Portfolio (ELP) <input type="checkbox"/>	Hybrid <input type="checkbox"/>	Portfolio of Professional Practice (PPP) <input type="checkbox"/>
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Name: (as you wish it to appear on your Certificate of Registration)	
Address: (For correspondence)	
	Postcode:
Email address:	Daytime Tel No.
EHRB Registration No:	Membership No:
Which curriculum are you studying? 1997 – 2010 <input type="checkbox"/> 2011 <input type="checkbox"/>	Is this a re-sit? <input type="checkbox"/>

	Yes	No
Is this a re-assessment?	<input type="checkbox"/>	<input type="checkbox"/>
Are you a member of the Armed Forces?	<input type="checkbox"/>	<input type="checkbox"/>
Are you willing to allow your reports to be used for training purposes if your submission passes	<input type="checkbox"/>	<input type="checkbox"/>

Please note that CIEH accepts no responsibility for the safe posting or receipt of ELP/PPP/Hybrids. You are advised to keep a copy.

Please tick if your submission includes material in Welsh (If your submission contains material in a language other than English and Welsh, an English translation must be provided.)

I wish to apply for assessment as detailed above and I agree to be bound by the regulations governing the assessment.

Signature:	Date:
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General Information

This form will not be accepted without a valid EHRB registration number.

We will acknowledge receipt of your application via email (**all correspondence will be via email except for results letter**).

The process of assessment of an ELP will take not less than **6 weeks**.
Hybrids and PPPs will take not less than **12 weeks**.

ELP and Hybrid

Please pack your ELP or Hybrid in a strong box with a lid. No other packaging (i.e. suitcase or holdall) can be accepted as your submission will be forwarded to an assessor via courier. This application form should also be placed in the box which can be delivered or couriered to the Policy & Education Department at anytime during office hours.

On completion of the assessment you will be contacted and asked to collect your ELP or Hybrid. This can be done in person or you can arrange your own courier.

If you wish to take advantage of our courier service for the return of your ELP or Hybrid, the fee of **£20.00** per box should be added to the cost of the assessment. If you would like to use this option, please tick this box

PPP

Your PPP should be sent to the Policy & Education Department on a memory stick, along with this application form and the appropriate fee. The memory stick is non-returnable.

Payment Information

Please note that we are unable to invoice you and we do not accept BACs payments.

You can pay by cheque (payable to CIEH) 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 application will not be processed until payment is secured.

Day Time Telephone No. _____

ELP/PPP/HYBRID ASSESSMENT ON DEMAND FEES	
MEMBERS	NON MEMBERS
£149.00	£362.00

If you wish to apply to become a member of CIEH please do so via this link:

<http://www.cieh.org/members/become-a-member.html>

IF YOU REQUIRE YOUR ELP OR HYBRID TO BE RETURNED TO AN ADDRESS DIFFERENT TO THE ONE GIVEN OVERLEAF, PLEASE WRITE THE DELIVERY ADDRESS IN THIS BOX:

ELPs, PPPs and HYBRIDS should be sent to:

Membership & Education Department, CIEH, Chadwick Court, 15 Hatfields, London SE1 8DJ