



Higher Development Award Level 3 - Expression of Interest Form
September 2025 Cohort

Study Leave requirements

Level 2: days over 8 months – 2nd September 2025 to 24th March 2026 (8 days in college, 4 days online via Zoom. Applicants must hold at least a level 2 qualification in English and mathematics or above to enrol on this qualification.

Funding

Applicants may be able to access the Higher Development Award for free under the Adult Skills Budget. United Colleges Group will screen this form to determine whether the applicant is eligible for funding based on their postcode, whether or not they have previously gained a full level 2 or 3+ qualification in the UK, and their gross annual income. Please contact us if you have any queries in regards to eligibility for funding.

Any applicants who are subsequently informed that they are not eligible for Adult Skills Budget funding should apply for £1,704 via their Trust's CPPD fund.

Once completed please send to: Affiong Bassey at City of Westminster College
HDA@ucg.ac.uk no later than **Friday 15th August 2024**.

Section 1: Personal Details

Title		Surname	
First Name		Middle name(s)	
Date of Birth		Home Address	
Do you have UK residency status for at least 12 months?	Yes/No		
Telephone/Mobile No.		Email Address / Work Email	

Section 2: Employment

Organisation			
Department		Role	

Length of time in role		Gross annual salary	
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Section 3: Functional Skills. Please tick any of the below qualifications that you have. (NB You will be asked to provide your certificates when you enrol at the college)

	GCSE grade 4-9	GCSE grade A*-C	Functional Skills level 1	Functional Skills level 2	An international equivalent: <i>Please state qualification name and awarding country</i>
English					
Mathematics					

Section 4: Highest qualification gained prior to applying for this programme. NB: *This information allows the college to check your eligibility for funding.*

Exam Type eg. BSc, MSc, GCSE/Btec/ First Diploma	Subject	Grade	Year Gained

By signing this form, the learner and manager commit to:

- Mandatory attendance at all Higher Development Award study days and workshops
- Completion of workbook within given timeframes

Learner Signature		Date	
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Manager Name	Manager Signature	Date
Managers Contact details	Phone:	Email: