

# THE LOCHABER PARTNERSHIP PROJECT



**IN FOR THE  
DRIVING LICENCE**

**Applicants should complete this form and return it to:**

**Jessie Gourlay  
Lochaber Business Development Services  
An Aird  
Fort William  
PH33 6AN**

**Tel: 01397 874 402  
Fax: 01397 874 003  
Email: [Jessie@lbds.co.uk](mailto:Jessie@lbds.co.uk)**

## APPLICATION FOR ECDL

### ENROLMENT DETAILS

Please indicate the module/s you wish to enrol for. Also please indicate whether you require tuition.

Testing Only

Testing & Tuition

All Modules

Basic Concepts of IT

Using a Computer &  
Managing Files

Word Processing

Spreadsheets

Databases/Filing Systems

Presentation and Drawing

Information Network  
Services

### PERSONAL DETAILS

Surname: ..... Forenames:.....

Title: *Mr/Mrs/Miss/Ms/Dr/Prof/Rev* Gender: *Male/Female*

Date of Birth .....

**ADDRESS DETAILS**

Home Address: .....  
.....

Postcode: ..... Telephone: .....

Invoice Address: (if applicable).....  
.....

Postcode: ..... Telephone: .....

**EMPLOYER SPONSOR DETAILS (if applicable)**

Employer's Name: .....

Address: .....  
.....

Postcode: ..... Telephone: .....

**PREVIOUS COMPUTING EXPERIENCE**

Please indicate your level of computing ability:

*No experience*      *Beginner*      *Competent*      *Advanced*

Please indicate your experience in different areas of computing:

No experience      Some experience      Experienced

Managing Files

Word Processing

Spreadsheets

Databases

Presentation Software

Email

Internet

**ADDITIONAL STUDENT DETAILS**

Do you have any medical problems, disabilities or special learning needs? *Yes/No*

Are you registered disabled? *Yes/No*      RDP No: .....

Details of disability/health problems:  
.....

Were you unemployed prior to this course?      *Yes/No*

Length if unemployment prior to this course?      (years/months).....

How did you find out about the course/College?

*Friends/Relatives*                      *Careers Guidance*      *School Guidance*                      *Radio*

*Newspaper*                      *Job Centre*                      *Visit to College*                      *Internet*

*Employer*                      *Mailshot*                      *Prospectus*                      *Other*

**ADDITIONAL INFORMATION**

Through which ECDL Centre do you propose to carry out your studies?

*Fort William*   *Kinlochleven*   *West Ardnamurchan*   *Mallaig & District*   *Seafish, Ardtoe*

Any additional information: .....

.....

**STUDENT DECLARATION**

I confirm to the best of my knowledge the application particulars are correct:

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