

Leading Primary Care Work Based Learning Module (Level 7) Enrolment Guidance

This short guide has been created to help you formally enroll onto this module. If you have any questions please contact: anam.farooq@lsbu.ac.uk 07909534296

Please click the link to begin: <https://www.applycpd.com/LSBU/courses/110055>

1. Please click **APPLY** on the right hand side
2. Select Session

This stand-alone module has multiple intakes, please ensure you click the one for **Modality Partnership/RCGP**

3. Funding

If you are self-funding, please click this option and proceed to enter your details

If you are not self-funding, please click the following option: *“My organisation is funding (or part funding) this module/course”* followed by *“(I cannot find my employer in this list)”*

Select Session(s)

Funding

Application Form

Declaration

Funding

My organisation is funding (or part funding) this module/course

I am self-funding this module/course

Please search for the organisation that will be funding your course. Please note that the name of the organisation is the company registered name and therefore may be different please seek advice from your employer. However, if the organisation is not available please click “I cannot find my employer in this list”

Search for your organisation *(I cannot find my employer in this list)*

Please start typing your employer name here

[View All Employers ...](#)

[Next >>](#)

You will then be required to enter the details of the organisation funding your place:

Organisation*

Contact Name*

Contact Email*

or Contact Telephone*

Reference No / Purchase Order
No (if any)

Address for Invoice*

Next >>

4. Application Form

Your application form will consist of the following sections:

Please ensure you provide an email address that you regularly monitor.

● Contacts	Under the ' Employment ' section, you will be required to input the details of your employment experience, including dates of employment, organisation name, job title and a brief summary.
● Addresses	
● Employment	
● Qualifications	Under ' Qualifications ', you will be required to input the name of educational institute, name of qualification and dates.
● Professional Affiliations	Please note: As a minimum, you are required to input your degree level or equivalent qualification.
● Personal Statement	Under ' Professional Affiliations ', you will be required to input the details of your professional registration (GMC, NMC etc)
● Eligibility	Under Eligibility, if you do not hold a British, EU or EEA passport you will be required to upload supporting evidence before submitting (Visa, marriage certificate etc.).
● Equal Opportunities	
● Criminal Conviction Declaration	

5. Declaration and Next

Finally you will be required to confirm and formally submit your application. Your application will then be reviewed and our admissions team will be in touch to **request a copy of your passport** and signing of our student agreement **through Docusign** (Please ensure you check your spam email folder for this)

Congratulations and welcome to the Leading Primary Care WBL Module!