

Application Number



CF1 Form

Please complete your details below. All sections of this form must be completed to finalise your application for childcare funding. You **MUST** return this form to the Student Hub along with the correct evidence.

Name:.....

ID No:

Documents	Received
Birth Certificate	<input type="checkbox"/>
Tax Credits	<input type="checkbox"/>
Income Evidence	<input type="checkbox"/>

Paget Road Wellington Road Metro One Community/Other

Your Course Title:

Is your course: Full Time Part Time

Please enter your child's / children's details below and provide **Birth Certificate** for each child:

Child's Full Name	Date of Birth	Age
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Please enter the name and address of the childcare provider you intend to use:

Name:Reg No:.....

Address:

.....Postcode:.....

Manager's Name:.....Contact No:.....

Cost of childcare per week:

College to pay:

Manager's signature:..... To confirm childcare costs.

You must **NOT** begin to use a childcare provider until you have had your childcare funding confirmed in writing by the college. If you make use of childcare services without completing the appropriate paperwork and having your application awarded, all costs will be your responsibility.

PLEASE INCLUDE A PRICE LIST FROM YOUR CHILDCARE PROVIDER

Childcare Funding Student Agreement

<p>I understand that the City of Wolverhampton College will only pay for my childcare during my timetabled hours in college (plus half an hour's travel each side if applicable). Half retainers will be paid during college holidays periods.</p>
<p>I understand that any additional funding for childcare which I receive e.g. free nursery education for 3-4 year olds/ terrific for twos should be used firstly before any funding received from the college.</p>
<p>I understand that the contract exists between my childcare provider and myself, and that City of Wolverhampton College will pay the childcare provider on my behalf. I must adhere to the regulations, terms and conditions of my childcare provider and any abuse or misuse of the childcare provider's service or the college's childcare funding procedures will result in the cancellation of my funding.</p>
<p>It is my responsibility to inform my childcare provider AND the Student Hub of any changes in my timetable, or any times I use my childcare provider's services. If I fail to do so and incur charges as a result, I am personally liable for the payment of these charges.</p>
<p>I understand that I am eligible to receive childcare funding as arranged by City of Wolverhampton College per child per year. If my childcare bill exceeds the amount awarded, I will be personally liable for the difference. Any grant funding/childcare voucher received must be used towards my childcare costs.</p>
<p>I understand that this funding is dependent on my attendance, achievement and behaviour at college and on the availability of funds. If my attendance falls below 85% my childcare funding may be cancelled. Similarly, if my level of achievement or my behaviour becomes unacceptable, my funding will be cancelled.</p>
<p>I understand that my attendance will be monitored via the colleges register system. This will be checked regularly in order for us to monitor your attendance.</p>
<p>The college will advise my provider of the end of the childcare award. It is my responsibility to give appropriate notice to the childcare provider and the Student Hub of any absence or withdrawal from the course. I understand that any charges resulting from failure to give appropriate notice to either will render and additional fees my responsibility.</p>
<p>If I should leave or change my childcare provider any charges incurred will be my responsibility except in exceptional circumstances where evidence will be required.</p>
<p>I understand that regular checks will be carried out to ensure that I am using my childcare provider at the specific times and that I am adhering to the terms and conditions of my childcare providers' service.</p>

Student Name:

Student Signature:

Date: