

## Privacy Notice

Northern Regional College uses the Learning Records Service (LRS) to obtain Unique Learner Numbers (ULN) for students and external candidates, who are UK residents, registering with an awarding body through Northern Regional College.

The information you supply will be used by the Skills Funding Agency (SFA), an Executive Agency of the Department for Education (DfE), to issue you with a Unique Learner Number (ULN), and to create your Personal Learning Record. For more information about how your information is processed and shared refer to the Extended Privacy Notice available on the Gov.uk website, <https://www.gov.uk/government/publications/learning-records-service-the-plr-for-learners-and-parents>

The Skills Funding Agency may share your ULN and Personal Learning Record with other education related organisations, such as your careers service, school, college, university, Government Departments and public bodies responsible for funding your education.

### You cannot opt out of the College requesting a ULN and sharing this data with LRS.

Your Personal Learning Record (PLR) will include information about your qualifications, awards, training and learning achievements that you may collect throughout your lifetime. You **can** opt-out of the Skills Funding Agency sharing your Personal Learning Record. At no time will your personal information be passed to organisations for marketing or sales purposes.

Please check one of the boxes below to indicate if you wish to opt out of this information being shared.

- I agree to participation and achievement data relating to me held by SFA to be shared with other organisations
- I DO NOT agree to participation and achievement data relating to me held by SFA to be shared with other organisations

Further details of how your information is processed and shared, ULNs and the Personal Learning Record can be found on the College website <http://www.nrc.ac.uk/student-zone/student-support/examinations>.

I confirm I have read and understood the Privacy Notice.

Student Name: ..... Date of birth: .....  
 (please print in BLOCK CAPITALS)

E-Mail Address: .....  
 (please provide an external email address not a College one)

Signature: ..... Date: .....

#### For Office Use Only

#### Details of Identity Verification Evidence Provided by Student

- |   |  |                                       |
|---|--|---------------------------------------|
| <input type="checkbox"/> Birth Certificate                      | <input type="checkbox"/> ID Card or other form of national ID  | <input type="checkbox"/> Other: ..... |
| <input type="checkbox"/> Relationship with School (pre-16 only) | <input type="checkbox"/> National Insurance Card               | <input type="checkbox"/> None provide |
| <input type="checkbox"/> Passport                               | <input type="checkbox"/> Certificate of Entitlement to Funding |                                       |
| <input type="checkbox"/> Driving Licence                        | <input type="checkbox"/> Bank Credit\Debit\Card                |                                       |