

MOT Managers – Course Booking Form

Course Date:

Candidate Information	
Name of Candidate	
Home Address	
Date of Birth	
E-mail Address	
Contact Number	

Employer Information	
Company Name	
Company Contact Name	
Address	
Telephone number	
Mobile	
E-mail address	

Requirements	
Dietary Requirements If Any Please Specify	

Course Requirements - MOT Managers

Please be aware that failure to comply with the prerequisite eligibility checks may result in the candidate being unable to complete the course and can result in payments for the training being lost.

Driving License:

To be eligible to take our Level 3 Award in MOT Test Centre Management qualification the candidate must have a current and full UK driving licence for the vehicle class(es) they want to test.

Prior to attending our MOT course, the candidate must carry out the following:

1. Access the DVLA website: <https://www.gov.uk/view-driving-licence>
2. Ensure they have the following information available:
 - a. Driving licence number
 - b. National Insurance number
 - c. The postcode on the driving licence
3. Click the 'Start now' button and follow the onscreen instructions
4. Choose the 'Share your licence information' tab
5. Click 'get code'
6. Print or record the code (this code is case sensitive)
7. Ensure this code is provided to the training provider within 21 days or it will expire.

Driving License Share Code:	
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Health & Safety

You **MUST** advise us in advance of the training day(s) if you have a pacemaker or imbedded insulin pump or similar device.

Each delegate **MUST** bring their own safety foot wear to be allowed into the workshop.

Signed..... Date.....