

New Course Details:

Amended Course Details:

Please tick one of the boxes above.

Complete any changes from the original submission on page 2 of this form.

For Inspire Learning use only

Course ID:

Contract Holder Contract Ref

Provider Venue Code

Venue Name Venue Postcode

Venue Address

Course Title Tutor

Additional Tutors/Support Workers

Course summary details for marketing purposes

Please tick appropriate course theme box below.

Provision	Personal and Community Development Learning			Family Learning		Other
SAR Area	Community Learning		Discrete LLDD	FEML	WFL	
Course Theme	Employability	Health and Wellbeing				
Tick	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Is the course, Adult & Child? or Adult only?

Learning Aim Data: See Paperwork Guidance August 2017 - July 2018

Accredited Course? (Yes/No)	Awarding Body (If accredited)	Learning Aim Reference	Sector Subject Area	Level of Learning
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

	No. of Sessions	Hours per Session	Course GLHs
Provider Course Ref <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Course Start Date <input type="text"/>	Start Time of Course e.g. 13:15 <input type="text"/>		<input type="text"/>
Planned Finish Date <input type="text"/>	Finish Time of Course e.g. 16:15 <input type="text"/>		<input type="text"/>
Target No. of Starters <input type="text"/>	Day(s) of the week <input type="text"/>		

EXPECTED INSPIRE LEARNING FINANCIAL CONTRIBUTION £

Print name **Date**

Please email your completed **Course Data Sheet** to learning@inspireculture.org.uk

In the event the course is cancelled, closes early or is shortened, please complete the **Course Data Amendment Sheet** (page 2 of this pdf).

Contract Holder Contract Ref

Provider Venue Code

Venue Name Venue Postcode

Venue Address

Course Title Tutor

Additional Tutors/Support Workers

Course summary details for marketing purposes

Please tick appropriate course theme box below.

Provision	Personal and Community Development Learning			Family Learning		Other
	SAR Area	Community Learning		FEML	WFL	
Course Theme	Employability	Health and Wellbeing	Discrete LLDD			
Tick	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Is the course, Adult & Child? or Adult only?

Learning Aim Data: See Paperwork Guidance August 2017 - July 2018

Accredited Course? (Yes/No)	Awarding Body (If accredited)	Learning Aim Reference	Sector Subject Area	Level of Learning
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Provider Course Ref

Course Start Date

Planned Finish Date

Target No. of Starters

Day(s) of the week

No. of Sessions	Hours per Session	Course GLHs
<input type="text"/>	<input type="text"/>	<input type="text"/>

Start Time of Course e.g. 13:15

Finish Time of Course e.g. 16:15

EXPECTED INSPIRE LEARNING FINANCIAL CONTRIBUTION £

COURSE CANCELLED

Reason for cancellation: Low learner numbers Availability of tutor

Availability of venue Other, please specify

EARLY CLOSURE OF COURSE OR COURSE SHORTENED

Reason for closure: Tutor ill Low learner numbers Accommodation related

If other please explain: Date closed

Course length changed: New course end date

New no. of sessions New course GLHs

Print name **Date**