**CIBTAC Tutor 2019 - Entry Form**

Please complete the below form accurately, including as much relevant information as possible. Please be aware of the word count for each section. Failure to stay within the maximum word count may result in disqualification.

Please note the additional supporting information required to enter this award, which is detailed on page 5. Failure to supply all the requested information may result in disqualification.

**Section 1 – Contact details**

|  |  |
| --- | --- |
| Full name: |  |
| CIBTAC Centre: |  |
| Email address: |  |
| Contact number: |  |
| Signature: |  |
| Date: |  |

**Section 2 – Your experience**

2.1 Please provide a brief overview of your relevant skills and experience for this category (refer to the **‘How to Enter’** form for the skills and experience required for this category):

|  |
| --- |
| *300 words maximum* |

2.2 Tell us why you think you should win this award (what are your strengths, what sets you apart?)

|  |
| --- |
| *300 words maximum* |

Section 3 - Evidence

3.1 Please outline how you have achieved success in your career as a CIBTAC Tutor over the past 6 – 18 months:

|  |
| --- |
| *500 words maximum* |

**Section 4: Supporting documents**

Please use the checklist below to ensure you have provided the required supporting information to enter this category:

* Qualification and training certificates
* A copy of your relevant CPD record – any courses/training you have completed in the last 24 months (if applicable)
* Reference from centre/students (please provide contact details for verification of authenticity)
* Signed terms & conditions
* 10 minute video (DVD or link to view online) showcasing your skills as a tutor

**REMEMBER:** Failure to supply **all** the above information may result in disqualification