# **Henley Professional Certificate in Executive Coaching**

# **HLY-Device-RGB2Application for UK Registered Charity Discount**

# Please fill in all sections and return by email to [**exec@henley.ac.uk**](mailto:exec@henley.ac.uk)

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| **Section 1 : Applicant and Charity Details** |

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| --- | --- |
| Title (Mr/Mrs/Ms/Miss/Other): |  |
| Surname: |  |
| Forename(s): |  |
| Job Title: |  |
| Charity Name: |  |
| UK Registered Charity Number: |  |

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| **Section 2 : Preferred Cohort Intakes** |

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| --- | --- |
| 1st Choice: |  |
| 2nd Choice: |  |
| 3rd Choice: |  |

*Please note that limited discounted places are available per intake and you may need to be flexible in order to be allocated a place.*

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| **Section 3 : Charity Employment Status** |

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| **What is your employment status at the above charity? Tick all that apply.** | |
| Full Time: |  |
| Part Time: |  |
| If Part Time, how many hours per week do you work? |  |
| Permanent Contract: |  |
| Fixed term – please provide further details |  |
| **Is this your sole employment?** |  |
| Yes – continue to next section |  |
| No – please provide further details of other remunerative employment |  |

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| **Section 4 : Authorisation** |

|  |  |
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| **Authorising Manager Details:** | |
| Name: |  |
| Job Title: |  |
| Email Address: |  |
| Contact Telephone Number: |  |

I confirm that the aforementioned charity (see Section 1) supports the application of the above named employee and will pay the balance of tuition fees.

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| Signature of Authorising Manager: |
| Date: |

*Please note that invoicing details will be required at the point of offer acceptance*.

**Declaration**

I understand that any discounted fee offer may be retracted should my employment status change, and that I, as the student, would become liable for the payment of full tuition fees.

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| Signature of Applicant: |
| Date: |

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| **Office use only:** | |
| Discount Awarded: Yes / No |  |
| % Discount: |  |
| Staff Name: |  |
| Date: |  |