We require the following details so we can register your young person for moderation with Trinity College

**The student’s full name for the certificate:**

**The student’s date of birth:**

**Please advise which Award you want the young person to be registered for:**

* Discover Arts Award – a non-themed pack £ 45
* Explore Arts Award – a non-themed pack £ 55
* Bronze Arts Award – a non-themed pack £ 85
* Silver Arts Award – a non-themed pack £100
* Gold Arts Award - a non-themed pack £115
* Discover Celebrations (a pack based on festivals celebrated around the world) £ 40
* Explore Disney (Visual arts-based Disney-themed Explore Arts Award) £ 50
* Explore Dancing (Performance arts themed Explore Arts Award) £ 50
* Explore Drama (Performance arts themed Explore Arts Award) £ 50
* Explore Music (Performance arts themed Explore Arts Award) £ 50
* Explore Singing (Performance arts themed Explore Arts Award) £ 50
* Explore Celebrations (a pack based on festivals celebrated around the world) £ 50
* Bronze Arts Award goes to Disneyland (Visual arts-based Disney-themed Bronze Arts Award) £ 70
* Marvellous Bronze Arts Award (Visual arts-based Marvel-themed Bronze Arts Award) £ 70
* Dancing towards a Bronze Arts Award (Performance arts themed Bronze Arts award) £ 70
* A Dramatic Bronze Arts Award (Performance arts-themed Bronze Arts award) £ 70
* A Musical Bronze Arts Award (Performance arts-themed Bronze Arts award) £ 70
* Singing towards a Bronze Arts Award (Performance arts themed Bronze Arts award) £ 70
* Celebrate with Bronze Arts Award (a pack based on festivals celebrated around the world) £ 70
* Illustrate Silver (Illustration-themed Silver Arts Award) £ 80
* Perform Silver (Performance arts-themed Silver Arts Award) £ 80

(hint: you can either highlight an option or delete every option except the one you want your child to take)

**Does your child have any special needs or alternative circumstances we need to take into consideration when work is being assessed (optional, we only need this information if you think it will impact work – feel free to discuss our packs for SEN support before registration by emailing us):**

**Parent’s email address, as all emails to minors are sent via the parents:**

**Second email address, either the young person or another adult (in case the parent’s email stops working):**

**Upon completion of the Award the certificate is sent to the young person registered. Please advise their address so we know where to send it.**

**You may be entitled to a cost reduction, please read, and answer these questions:**

* Are you home-educating?
* Has your young person taken any Awards with us previously?
* Are you a family registering 3 young people at once?
* Are you working in a small group registering 5 or more young people at once?
* Are you working with a tutor who has registered with us?
* Are you claiming benefits (please send proof of same, or no reductions can be given)?
* Has your child been recommended for our scholarship programme? (to get a scholarship you must have a sponsor, for example, a tutor, or someone who leads a local home ed group and they must email us directly to say why you require a scholarship)

Declaration, please sign below to confirm:

1. You are the parent of the young person being registered
2. you have read information about Arts Award with AAI at [www.artsawardinitiative.co.uk](http://www.artsawardinitiative.co.uk) and the AAI information booklet;
3. you have read and understood the qualification information at <http://www.artsaward.org.uk/site/?id=1971>
4. you understand that AAI will open an online study pack for your child, where all work must be completed
5. you understand that the registration fee is for a contract between yourself and AAI, which is only valid for three years
6. you understand that the registration fee for the study packs includes, for three years only:
	1. email assistance from artsawardinitiative@gmail.com
	2. access to our private Facebook pages
	3. ongoing support and marking of the original Google Doc AAI set up for the child
	4. moderation in one of our moderations
7. you understand that fees cover only the support stipulated and the postage of the final certificate, and does not cover any additional costs, including
	1. postage of hard copy portfolios or artwork to and from AAI
	2. additional costs caused by the creation of work elsewhere, other than in the study pack created by AAI upon registration
	3. additional work caused by changes in the format of the study pack or method of delivery, which varies from the pack;
8. only the best available discount applies to each Award, and fees increase occasionally. (If you have an out-of-date info pack, please check the files of our FB pages to download an up-to-date copy where current fees are stated on the fees page.)
9. we cannot quote before receipt of this form. If you want to work out what the fees are going to be, please refer to the ‘fees’ page in our info pack
10. you understand that under the terms and conditions of our data protection policy, we cannot keep student data on our system. As a result, your student has three years to complete their Award and present their work for moderation in the study pack we create for them. Even if not completed your account can be terminated, and your money will not be returned. Upon moderation, Trinity College stipulates that all work must remain on file with AAI for 3 years, and so we keep a Word.docx copy on our files for 3 years (after moderation, we will make you or the young person the owner of the Google Doc, and then the pack can be changed)
11. you confirm that your child will treat all members of AAI staff with respect at all times and will comply with AAI requirements for content, layout, and presentation of the doc, as stipulated by AAI Advisers and/or in the information available.
12. you confirm that you will ensure that your child has all the information necessary for the successful completion of the pack, even competent and independent young people will require parental supervision throughout
13. you understand that you have total responsibility for the successful completion of the pack and that AAI will only play the role of tutor, not enforcer, if your child refuses to undertake work suggested or stated then AAI will not be responsible if the young person does not pass the moderation
14. you understand that our Advisers want to support your young person to a successful moderation, but if they advise us that you or the young person are not taking their advice, then AAI reserves the right to terminate this contract.
15. rudeness to our Advisors or staff is not tolerated; this will result in the cancellation of the contract between us
16. you understand that as AAI is a Trinity Champion for the Arts Award, your student’s work will be shared by AAI in AAI’s monthly e-newsletter. It will be totally anonymised, so no one will know that this work belongs to your young person. This e-newsletter is also used by several parties to get examples of work for training purposes. Upon moderation, you will be asked to complete forms to allow the work to be used:
	1. in the AAI Directors blog; and for training purposes
	2. as examples of good practice for other young people to see at <https://www.voicemag.uk/artsaward>, and as a training resource for Arts Award Advisers at <https://arts-support.trinitycollege.co.uk/course/view.php?id=48>

We assure you that your student will be afforded anonymity everywhere.

Name\* and signature of the parent/guardian\*\* responsible for registration, payment, supervision of and safeguarding and health and safety of student registering and students working with them throughout the leadership project, completion of the portfolio in an appropriate manner.

Name of parent/guardian with responsibility for the above:

Signature\*\*\* of parent/guardian with responsibility for the above:

\*Please note, we do not accept registrations from students under age 18, as we require a signature from an adult.

\*\* Please note, if anyone other than the parent/guardian is completing this form, we do need additional information about who they are and why they are signing, before we can proceed with the registration.

\*\*\* A photograph of your signature is acceptable