

Terms and conditions for candidates achieving the CPCS Tester Course wishing to apply for the Bursary

The following terms and conditions relate to all applicants wishing to apply for the CPCS Tester Course Bursary issued by NOCN Jobcards. It is the responsibility of the applicant to have read and understood the following terms and conditions prior to making a claim. Confirmation that these terms and conditions have been read and understood is confirmed by selecting the relevant response on the online application form.

1. CPCS Tester Course Bursary

- 1.1. £500.00 per successful candidate of the CPCS Tester Course.

2. CPCS Tester Course Bursary Eligibility

- 2.1. Bursaries will be awarded to applicants who meet the eligibility criteria at the time of application. The bursary can only be applied for once per successful candidate of the CPCS Tester Course.
- 2.2. Eligibility for the CPCS Tester Course Bursary is as follows.
 - 2.2.1. The bursary is only eligible for courses starting after the 1st September 2021
 - 2.2.2. Candidates must have successfully completed the course by the 31st December 2021.
 - 2.2.3. Candidates or their employer must have submitted the application form within 28 days of successfully achieving the CPCS Tester Course.
 - 2.2.4. Candidates who attend the course prior to the 31st December 2021, but are unable to complete the assessment element at the time due to illness can undertake the assessment element after the 31st December 2021.

3. Exclusions

- 3.1. Candidates who are not successful on the course and who are required to attend the course after the 31st December 2021 for additional instruction other than the assessment element may not be eligible for the bursary.

4. Application form

- 4.1. It is the responsibility of the applicant or applicant's employer to correctly complete the application form as errors may result in non or delayed payment.

5. Payment

- 5.1. All bursaries will be paid in full in one payment to the bank details provided in the bursary application form.
- 5.2. Bursaries will be paid up to a minimum of 30 days following the receipt of an application form, exact payment dates can be confirmed in the bursary security call.
- 5.3. Payments may be withheld if there is evidence of fraudulent activity in the application process.
- 5.4. The recipient agrees that NOCN Job Cards is not liable for any tax that may be due on the bursary payment in the future.

6. Glossary of terms

The purpose of this section is to define the terms used through this document.

Applicant – The person, either candidate or employer representative making a claim for a bursary by completing the application form following the successful achievement of the CPCS Tester Course.

Candidate – The individual who has attended and successfully achieved the standards required within the CPCS Tester Course.

CPCS Tester Course – The five day course attended by individuals wishing to become CPCS Testers.

Employer – The organisation employing the candidate attending the CPCS Tester Course who has made financial contributions to the charges related to the CPCS Tester Course on behalf of the candidate at the booking stage of the course.

Notice To Applicant

All Applicants wishing to apply for a CPCS Tester Course bursary payment must be aware that any data relating to issue of a payment on successful achievement of the CPCS Tester Course will be captured by the NOCN Jobcards, CPCS for the purpose of processing the bursary.

Notice To CPCS Test Centre Academies

To help reduce the possibility of fraudulent claims, the CPCS Test Centre Academies are to provide the applicant with the additional details to be entered into the form which can only be sourced by the CPCS Test Centre Academies, this includes Centre Name, Test reference number and the name of the CPCS EQA who attended the assessment element of the course, this will also aid NOCN Jobcards, CPCS to undertake checks confirming the successful achievement of the CPCS Tester Course.

Data Protection Statement

NOCN Job Cards, registered charity no. 11812053, who owns and manages CPCS.

'Personal Data' is an individual's personal information including information obtained directly from an individual, or from third parties.

NOCN Job Cards will collect, hold, use and process an applicant's Personal Data and may do so for the purpose of administering the CPCS Tester Course Bursary payment.

Your data will be held securely and treated confidentially and will not be disclosed to external parties other than as required for the purposes described above, which may include sharing your information on a construction training register as well as with employers, awarding organisations, training providers, or funding bodies.

Your Personal Data will not be passed to third parties for marketing purposes without your consent.

For information explaining your legal rights and how we use your information, please view our Privacy Notice online at www.nocn.org.uk/privacy.

If information about an applicant is provided by a third party, the third party providing such information must be able to provide evidence that they have the consent of the applicant to the process of his/her personal data.