

Verification of Identity

Instructions:

The centre must complete this form for **every learndirect** learner (except learners in prison) enrolled on any course or programme of courses from **3 December 2006**.

The centre staff member verifying the identity document provided by the learner must sign the form to acknowledge that they have seen the **original** document and that it is on the list of approved identity documents.

The learner must also sign the form.

This form must be placed on the learner file at the centre.

Learner Surname	Learner Forename	Learner ID

Evidence Seen

Document	Further Information (include any identifying reference numbers e.g. passport number, driving licence number etc)
E.G. UK Driving Licence	E.G. Photocard licence and paper counterpart seen and note made of the driving licence number

I confirm the following:

Learner Provided Documents	✓
Document is on Ufi Approved List	
Document is an original	
Name Agrees to that recorded on LSE	
Address Agrees to that recorded on LSE	

I confirm that the information given above is correct.

	Signature	Date
Learning Centre		
Learner		