



CertAVP Enrolment Form

Personal details

Title	First name	Surname/family name
Contact address		
	Postcode	Country
Date of birth (<i>day month year</i>)	Previous name (<i>if applicable</i>)	Gender (<i>please tick</i>) <input type="checkbox"/> Male
Daytime telephone number	Mobile telephone number	<input type="checkbox"/> Female <input type="checkbox"/> Other/Prefer not to say
Email address		
Permanent address (<i>if different from contact address</i>)		

University/college education – first degree/diploma and higher degree/ diploma

Name of institution	Country of institution	Title/field of study	Qualification (e.g., BVMS)	Date

CPD Unit

Language

What is your first language?

If English is not your first language and you have taken an English language examination, please give details.

All of the College's English Language requirements are on the website:

<http://www.rvc.ac.uk/study/international-students/english-language-requirements>

PGT courses require IELTS 7.0 (the right column)

Date	Title (e.g., IELTS)	Score

Fee status

This is for internal use only and will not affect your enrolment

What do you expect your fee status to be? (please tick)

Home

Overseas

UK residents ('Home') need to have been ordinarily resident in the UK and Islands for a full three year period prior to their enrolment on to the course.

Country of birth

Nationality

What is your nationality?

In which country are you currently living?

Students currently living outside the UK do not need to answer any further questions

Date of first entry to live in the UK (or indicate "from birth"):

If you are not a UK national but are permanently resident here, has the Home Office granted you any of the following?

Right of abode

Indefinite leave to remain

Exceptional leave to remain

Refugee status

Other

*If you have been awarded any of the above, please include proof of the status granted

RCVS and other institutions

Have you enrolled with the RCVS for CertAVP?

Yes

No, not yet

Have you enrolled on any CertAVP module/s with another institution? If yes, have you passed these module/s? Please give details of institution, module/s and pass dates:

Yes

No

RVC

Do you have an RVC username already?

Yes

No

If yes, what is your RVC username?.....

Why have you chosen to study for a CertAVP?

Why did you pick the RVC to assess you?

Do you know what future modules/disciplines you are considering, and whether you hope to stay at RVC, or 'mix and match' modules with other providers? Your plans don't need to be set in stone; it will help the CertAVP team identify how we can support you on your CertAVP journey.

Where did you hear about the RVC offering the CertAVP?

RVC CPD courses

Don't miss out on hearing about our upcoming courses and free CPD evenings. Tick the following box to confirm you are happy for the RVC CPD Unit to contact you by email. Your personal details supplied will be treated in accordance with UK Data Protection Law and will never be passed on to 3rd parties. For more information on our Privacy Policy visit www.rvc.ac.uk/cpd.

To opt out of receiving our RVC CPD emails, please tick here:

Emergency Contact Details

Name:

Relationship to Candidate:

Telephone Number (landline and mobile):

Declaration

I confirm that the statements made by me on this form are correct. Should any of the above statements prove to be incorrect the College reserves the right to withdraw any offer made or cancel any subsequent registration.

The Royal Veterinary College will use the information given by you to assess your application and for statistical purposes, for example, to analyse applications by gender, ethnicity, disabilities, etc. The college retains information about applicants for 24 months. Application forms for successful candidates are retained on their student files.

Signature

Date



Equal Opportunities Form

The college welcomes applications from all persons of the requisite standard whether resident in the UK or elsewhere. No disadvantage shall be imposed on the grounds of ethnic origin, social or political beliefs, religion or gender. The following information will be treated as confidential and may be used in order to help us monitor the effectiveness of our Equal Opportunities Policy. The information given here will not affect the outcome of your application and will not be seen by those responsible for the selection process.

Equal opportunities monitoring (please tick the appropriate box):

White	
Black or Black British - Caribbean	
Black or Black British - African	
Other Black background	
Asian or Asian British - Indian	
Asian or Asian British - Pakistani	
Asian or Asian British - Bangladeshi	
Chinese	
Other Asian background	
Mixed - White & Black Caribbean	
Mixed - White & Black African	
Mixed - White & Asian	
Other Mixed background	
Arab	
Other Ethnic background	
Information refused	

CPD Unit

Disabilities

The Royal Veterinary College welcomes applications from students with disabilities. It is helpful for us to know about the nature of any disabilities in order for us to ascertain whether facilities are available at the College to meet students' needs. Applicants with disabilities are encouraged to contact the Student Disability Officer on +44 (0)1707 666380. In the case of a learning difference, please provide your educational psychologists report.

If you are registered disabled with the UK Department of Education and Employment please tick here

Please tick the box(es) below which apply to you:

No known disability	
A social/communication impairment such as Asperger's syndrome/other autistic spectrum disorder	
Blind or a serious visual impairment uncorrected by glasses	
Deaf or a serious hearing impairment	
A long standing illness or health condition such as cancer, HIV, diabetes, chronic heart disease, or epilepsy	
A mental health condition, such as depression, schizophrenia or anxiety disorder	
A specific learning difficulty such as dyslexia, dyspraxia or AD(H)D	
A physical impairment or mobility issues, such as difficulty using arms or using a wheelchair or crutches	
A disability, impairment or medical condition that is not listed above	
Two or more impairments and/or disabling medical conditions	

Criminal convictions

If you have been convicted of a criminal offence you are required to declare this by indicating yes below, excluding a motoring offence for which a fine and/or a maximum of three penalty points were imposed or spent sentences.

Do you have any criminal convictions?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
---------------------------------------	------------------------------	-----------------------------

If yes, please give details:



Plagiarism and Cheating

This includes in-course assessments and projects. A short version of the definition of Plagiarism and Cheating is as follows:

Plagiarism is the act of presenting the ideas or discoveries of another as one's own. To copy sentences, phrases or even striking expressions without acknowledgement in a manner which may deceive the reader as to the source is plagiarism. Where such copying or close paraphrasing has occurred, the mere mention of the source in a bibliography will not be deemed sufficient acknowledgement; in each instance it must be referred specifically to its source. Verbatim quotations must be directly acknowledged, either in inverted commas or by indenting (University of Kent).

Plagiarism may include collusion with another student, or the unacknowledged use of a fellow student's work with or without their knowledge and consent. Similarly the direct copying by a student of their own original writings qualifies as plagiarism if the fact that the work has been or is to be presented elsewhere is not clearly stated.

Cheating is similar to plagiarism, but more serious. Cheating means submitting another student's work, knowledge or ideas to be assessed while pretending that they are your own.

You should consult your supervisor or Course Director if you are in any doubt about what is permissible.

Any attempt to invent or otherwise falsify data is fraudulent scientific practice.

The University takes a very serious view of Examination Offences. Depending upon the nature of the offence, one of a range of penalties, up to expulsion from the University, may be imposed.

DECLARATION BY STUDENT

I have read and understood the definition of plagiarism and cheating given and I declare that this assignment submitted by me during my registration as a student of the Royal Veterinary College is my own work, and that I have acknowledged all results and quotations from the published or unpublished work of other people.

Full name: _____

Signed: _____

Course: _____

Date: _____

CertAVP Module Enrolment Form

When you enrol with the RVC, a one-off £50 registration fee needs to be paid. Module fees are £699 per module, so for a complete CertAVP you should expect to pay £4,244.

Additional fees may be required if a 2 year enrolment period (per module) needs extending.

You should also budget for registering on CPD courses that support CertAVP module learning outcomes. You will be eligible for a **20% discount** on RVC CPD courses, many of which do support a variety of CertAVP module learning outcomes, during your enrolment period.

When enrolling on C Modules, be aware that there is an annual assessment timetable, so enrol **before** an assessment schedule starts, and not mid way through. Check the module outlines for the timetables or contact certavp@rvc.ac.uk for advice. Also, you are encouraged to be working on your C modules (particularly on case diaries) when you start the AFAVP, and only administratively enrol (pay the £699 fee) in the year you are planning on submitting C module work.

With reference to the 2 year limit on completing a module, only enrol on modules that you know you can complete within that time. You can enrol on just one module at a time, or a few - it is your choice.

These fees are subject to change and are reviewed each year – the listed fees are valid until 31st July 2024.

CPD Unit

Royal Veterinary College, Hawkshead Lane, North Mymms, Hatfield, Hertfordshire, AL9 7TA
Tel: +44 (0)1707 666201 Fax: +44 (0)1707 666877 Email: certavp@rvc.ac.uk

Learner Agreement

Rules and Regulations: College Rules and Regulations are available on Learn, RVC Intranet, electronically or in writing, and must be complied with.

Plagiarism: I understand that it is compulsory to complete the online plagiarism test before submitting my first piece of work for assessment.

Declaration: I agree that I will abide by all College Rules and Regulations and it is my intention to enrol for the following module/s and complete all module assessments within a 2 year period.

Name	Signature	Date
<hr/>		

What modules are you enrolling on now, and possibly in the future?

Possible...
Possible...

Returning your forms

Please return the following to ensure your CertAVP enrolment can be processed:

1. Completed **CertAVP Enrolment** form
2. Completed **Module Enrolment** Form (*including the £50 registration fee*)
3. Registration fee and modules **purchased online (use TBC as your username at checkout)**
4. Completed **Equal Opportunities** form
5. Signed **Plagiarism and Cheating** form
6. Photocopy of your **degree certificate** (*not your RCVS membership certificate*)
7. Photocopy of your **passport**
8. Photocopy of your **Home Office proof of status granted** (*if applicable*)

Completed forms should be emailed to:

certavp@rvc.ac.uk