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| **ECITB Provider Course Approval Scheme**  **Questionnaire** | | | | | |
|  | | | | | |
| Training Provider Name | ………………………. | | | | |
| Main Contact | Name: ………………………. | | | | |
| Email: ………………………. | | | | |
| Telephone: ………………………. | | | | |
|  | | | | | ECITB Use Only |
| Course Title | ………………………. | | | | … |
| Course Objective | ………………………. | | | | … |
| Course Delivery  Method | Choose an item. | | | | … |
| Training Standards. | How many Training Standards are being used? ………………………. | | | Please list the Training Standards  *(CO 01, CO 02, etc.)* ………………………. | … |
| Who is the intended target audience for this course? | ………………………. | | | | … |
| Course duration. | Total duration including breaks in training  (days or weeks): ………………………. | | | | … |
| Total training hours:  ………………………. | | | | … |
| Explain the reasons for breaks in training.  ………………………. | | | | … |
| What is your maximum class size and Trainer to Learner ratio? | Maximum class size:  ………………………. | | | | … |
| Trainer to learner ratio  ………………………. | | | | … |
| Explain the reasons for this ratio, give details of when this ratio is different during the course.  ………………………. | | | | … |
| **ECITB Provider Course Approval Scheme Checklist** | | | | | |
| Please provide the following documentation in electronic format.  Give justification for any documents that cannot be supplied | | | | | |
| Required Documents | | Supplied?  Y/N | Justification | | ECITB use only |
| Lesson Plans | | … | ………………………. | | … |
| Hand-outs | | … | ………………………. | | … |
| Presentations | | … | ………………………. | | … |
| Practical exercise details and drawings | | … | ………………………. | | … |
| Resources list  *(Training aids, Tools, Machinery etc.)* | | … | ………………………. | | … |
| Observation sheets | | … | ………………………. | | … |
| Knowledge tests | | … | ………………………. | | … |
| ECITB LO Matrix | | … | ………………………. | | … |
| Please give details of any other documentation that has been provided | | | | |  |
| ………………………. | | ………………………. | | | … |
| ………………………. | | ………………………. | | | … |
| ………………………. | | ………………………. | | | … |