

NEWS
Calculating the value of your pension with help from the MoD who provide an online calculator. P6

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HEADING

THE ALTERNATIVE AMBULANCE SECTOR

Opportunities for Training and Jobs in the Ambulance Sector



NEWS

Hermes, the leading consumer delivery specialist is to help find employment for military personnel. P10

RESETTLEMENT

Diver Safety is Paramount says New Partnership KB Associates and MTCS Ltd, managing safety risk at sea is a challenge! P12

CHARITY

Combat Stress is the UK's leading military charity specialising in the care of Veterans' mental health. P20

RESETTLEMENT

Downland Cycles Training Centre who have been training cycle mechanics and frame building for 13 years. P18

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Contents...

6 CALCULATING THE VALUE OF YOUR PENSION

Did you know that the Ministry of Defence provide a calculator online to help you work out the value of your pension.

8 A FUTURE IN TELECOMS FOR SERVICE LEAVERS

Despite times of fairly widespread austerity and cutbacks it is apparent that telecoms and in particular mobile technology do not hold with that view.

10 HERMES LINKS UP WITH ROYAL LOGISTICS CORP

A two-day workshop for 80 men and women to provide advice and guidance about working within the supply chain sector

12 DIVER SAFETY IS PARAMOUNT

Commercial divers work at depths of up to 300 metres and spend weeks living in enclosed hyperbaric chambers.

14 FIT FOR ROLE

Have you ever considered using your Armed Forces gained skills as a fitness instructor?

18 GET ON YOUR BIKE WITH DOWNLAND CYCLES TRAINING CENTRE

The company has been successfully training cycle mechanics and frame building for 13 years.

19 FINDING NEW CAREERS FOR ARMED FORCES PERSONNEL

The University of Wolverhampton is helping Armed Forces personnel to develop new careers after leaving the services.

20 COMBAT STRESS

Founded in 1919 and is the leading UK military charity specialising in the care of Veterans' mental health .

22 PUT YOURSELF IN THE FRAME FOR A FUTURE IN PHOTOGRAPHY

Martin Newman spent many years in the field of communication which includes a lengthy spell as an Army media officer and PR trainer and some of the best photographers he came across have come from the Armed Forces.

25 COBSEO PATRON HRH THE PRINCE OF WALES MEETS MEMBERS OF COBSEO

HRH visited the first COBSEO symposium held at Goldman Sachs on the 10th July this year.

25 TELEREAL TRILLIUM RECRUITS NEW MILITARY PERSONNEL ON WORK PLACEMENT SCHEME

The first of two commissioned officers in the British Army has started work with Telereal Trillium.

26 THE ALTERNATIVE AMBULANCE SECTOR

Opportunities for training and jobs in the Ambulance Sector.

26

THE ALTERNATIVE AMBULANCE SECTOR

Opportunities for training and jobs.



14

FIT FOR ROLE

Have you ever considered using your Armed Forces gained skills as a fitness instructor?



22

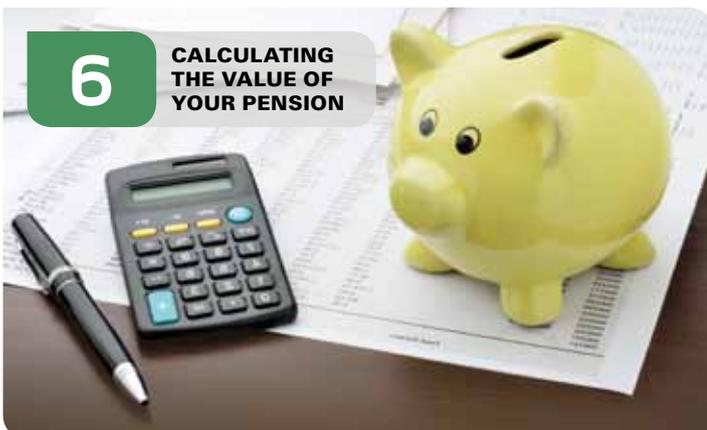
PUT YOURSELF IN THE FRAME

For a future in photography



6

CALCULATING THE VALUE OF YOUR PENSION



30 TRANSFERABLE SKILLS IN CLOSE PROTECTION

They say that being an infantry man doesn't give you many skills for a future life as a civilian. We all know that this isn't true but one area where that is indisputable is close protection.

34 ENHANCED LEARNING CREDIT SCHEME

The MoD's Enhanced Learning Credits Scheme (ELC) is an initiative to promote lifelong learning amongst members of the Armed Forces.



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Welcome...

Welcome to the Autumn issue of Easy Resettlement magazine.



We would firstly like to thank all our new online subscribers who now get Easy Resettlement magazine sent to them as a free download via email, by sending in your applications you have already qualified to be a part of the first draw where winners of the £10,000 funded training will have their personal ELC contribution fees paid for by the magazine. You still have time to enter for the Winter draw and can find out how to qualify by reading the Subscription form on page 3. Winners of the Autumn issue will be notified by email shortly and announced in the Winter issue.

In this issue we have all the latest news on work placement schemes, forces charities, latest news as well as industry insights

on various resettlement training opportunities. We are always keen to hear how you have found your resettlement process thus far and would like to offer you the readers the chance to help sculpt what's in each issue. If you have specific industries you would like to know more about or have questions about housing, entitlements, forces organisations, charities or anything else about being back on 'civvy street' then we want to hear from you.

Our next issue will contain a free A2 wall planner that will have dates of employment fairs, workshops and other useful resettlement information through 2014. You will get your free copy in the centre pages of the magazine but if you require more copies will be able to send a self addressed envelope to request more copies. The Winter issue will be out slightly earlier to allow for the Christmas break, if you have not yet subscribed and prefer a printed copy then call in to your nearest resettlement or education centre. Our magazine is only possible through the support of its advertisers and we would like to request that when contacting them you are sure to mention Easy Resettlement magazine. We hope you enjoy this issue and are already working hard on the next one. ●

Col Martin Newman
Easy Resettlement



Calculating

the Value of Your Pension

Written By: Lt Cdr David Marsh, Pensions Secretary of the Forces Pension Society

Did you know that the Ministry of Defence provides a calculator on the internet to help you work out the value of your pension? It can be found at www.mod-pc.co.uk.



If you are not familiar with it, I strongly advise you to take a look and find out what your pension is worth. If you have seen it before, you may be interested to know that on 3rd June 2013 the Ministry of Defence updated it with a new calculator. This tool allows individuals to make pension forecasts, not only for their current pension scheme (AFPS75 and AFPS05) but also for potential awards under the new AFPS15 pension scheme too.

After watching the videos available on the home page that introduce the new calculator, and ticking the box to accept the

terms and conditions of use, the opening few pages are of a similar presentation to the old calculator. One thing of significance that might be noticed on the opening page is the removal of a number of caveats and explanations (which hardly anybody took the trouble to read, unless the end forecast was nothing like that which was expected).

On the second page, where you tell the calculator which scheme you are a member of, the machine will, based on the data you input into the first page, only offer you the chance of selecting the scheme(s) that is (or are) applicable to you. That is to say, if you were aged 45 or over on 1st April 2012, you will not move onto the new AFPS15 scheme that comes into force on 1st April 2015, but will remain on AFPS75 or AFPS05 as appropriate; in such a case the calculator will offer you a choice of either AFPS75 or AFPS05. Those individuals in this position will not see any difference in the layout or appearance of

the calculator from this point in proceedings. However, if you were under age 45 on 1st April 2012, and have an exit date after 31st March 2015, you will move onto the new AFPS15 scheme on 1st April 2015, and under these circumstance the calculator offers you a choice of AFPS75/AFPS15 or AFPS05/AFPS15, and from this point things get a little more interesting.

Having told the calculator whether or not you have split service (joined up and re-entered after a break); are in receipt of a salary from a specialist pay scale or are commissioned from the ranks; you come to the second most interesting page of this new tool in which you determine your career aspirations between now and your expected exit date. For example, if you are currently a Corporal and anticipate leaving the Army in 12 years' time, but expect to exit as a Staff Sergeant, the calculator allows you to enter the dates you anticipate being promoted, first to Sergeant, then

to Staff Sergeant. This allows the machine to calculate your expected salary receipts in those ranks, for the number of years the different ranks are held.

Remember, under the AFPS15 scheme, your pension is calculated on a yearly basis using the salary you have received for each year of service between April 2015 and your exit date... and the salary of a Sergeant on promotion is less than that of a Staff Sergeant with three years' seniority in that rank. Be realistic with what you enter on this page because the final readout will calculate your expected pensionable benefits from the data you supply; NB: not everyone can leave as Chief of the Defence Staff!

The final page offers individuals, who will leave with AFPS15 entitlements, a much more complex readout than was the case with previous editions of the calculator. To begin with, they have the choice of how they would like their forecast to reflect potential growth of their AFPS15 fund on an average annual basis between April 2015 and their exit date. This means that the AFPS15 pension "pot" that they have earned will, just before each new year's earned pension is added, be increased by the Average Earnings Index (AEI) to ensure that past earned pension keeps pace with national earnings levels. Now, individuals can decide to add a little bit of realism here by clicking one of the optional average AEI increase rates they anticipate occurring between April 2015 and their exit date, other than the default level of 'zero.' Of course, by selecting one of the other choices, your AFPS15 pension entitlement will indeed appear to be a greater and more realistic figure payable on your date of exit, but what is not taken into account is potential inflation rates over the same period, which are likely to reduce the buying power of the award to something just above, or close to, the default figure of 'zero' anyway, so selecting the higher options could be a little optimistic if you want to measure your entitlements against today's living standards.

A little further down the page we see what we are hoping for – our forecast in pounds and pence. There are all sorts of final outcome permutations that are too numerous to go into detail in this article, but I want to concentrate of the AFPS15 output (since AFPS75 and AFPS05 are quite self-explanatory and familiar to many individuals anyway). In the majority of cases there will be, providing you have completed at least 20 years' continuous service prior to your exit date, an AFPS15 Early Departure Payment (EDP) award payable immediately on

exit. This EDP award comes in two elements; first, there is a tax free lump sum which is equal to 2¼ times the annual pension you have earned from your AFPS15 service. Second, there is an EDP annual income stream payable from an individual's date of exit to the date they reach their State Pension Age. Individuals are allowed to surrender the EDP lump sum to enhance their EDP income stream, if they would like to do this, and the forecast readout shows how much the EDP income stream will be increased if this option is exercised. There is no option to surrender the EDP income stream for a larger EDP lump sum. The forecast also details the annual pension earned from your AFPS15 service. There is no automatic lump sum with AFPS15, as there is with AFPS75 and AFPS05, but there is an opportunity to surrender 25% of the value of the fund to buy a lump sum when the pension comes into payment (not available before that as many are assuming). In the Commutation Box of the read out, figures can be found detailing the maximum amount of lump sum that can be bought and the pension remaining after opting for that choice.

I mark this new calculator 7½ out of 10. The timeframe given to have this gadget up and running for all to use was tight, given the complexity of permutations that have to be catered for; indeed there is to be an updated version in place (hopefully) by the end of the year that will allow Reservists, MFGS, NRPS, et al to use it who, are not catered for on the current version.

There are a couple of niggles that continue to exist as a 'carry

Be realistic with what you enter on this page because the final readout will calculate your expected pensionable benefits from the data you supply.



forward' from the old calculator that could probably have been easily ironed out. For example, why does it ask for a date of qualification from an individual serving on the AFPS75 scheme in receipt of Professional Aviator's Salary (PAS) when, despite the fact that they have to serve five years on that salary spine, it will credit their pension forecast with PAS supplement anyway, even though there is no entitlement? Also, it cannot yet cope with those on AFPS75 who have completed at least 12 months' service in the higher rank, but not the two years to qualify for a full pension in the higher rank? However, I understand that will be in place when the next version appears at the end of the year. Furthermore, I was a little puzzled to understand that if it was possible to install a mechanism that allowed AFPS15 pension values to be increased annually on a compound basis, why is it that the AFPS05 members could not have their salaries dynamised for inflation too, as there are only two rates of inflation that

can be used at any one time? Perhaps that will also come along in a later version.

Finally, I am intrigued that the calculator, when determining the amount of lump sum that can be obtained through commuting 25% of the value of the AFPS15 pension (at the given rate of £12 lump sum to every £1 of pension surrendered), has used an extremely complex actuarial formula that takes away any correlation between the pension awarded figure on the forecast; the maximum lump sum that can be raised and the pension remaining in payment! On this occasion the "KISS" approach "Keep It Simple Stupid" might have been better deployed. I would prefer a simple entitlement based on the pension award on exit to be displayed as the forecast shows, not as a projection into the future. The reason is that to the majority of users the unauditable figures currently being offered might just as well be pie in the sky. ●

If you would like to find out more about your armed forces pension and you are a member of the Forces Pension Society, you can do so by looking at the Society's website or by calling the dedicated help line on **020 7735 0110**. If you are not a member, the cost is modest and benefits (in addition to advice from an expert) include numerous discounts on a range of useful products and services and the assurance that a dedicated organisation, independent of the Government, is championing the pension interests of the Forces and their families. For more information about joining the Society please go to **www.ForcesPensionSociety.org**.

A Future in Telecoms for Service Leavers

Despite times of fairly widespread austerity and cutbacks it is apparent that telecoms and in particular mobile technology do not hold with that view; in fact the industry predict a very healthy growth pattern.

The industry is expecting 125,000 jobs to be safeguarded or created with the roll out of 4G in the UK according to Ubi-tech, a leading, highly innovative and brand new company, was established to provide leading edge ubiquitous intelligent technical solutions and consulting services to businesses, organizations and government.

The company aims to allow the efficient and effective access and communication with various heterogeneous information and services, anytime and anywhere.

A company spokesman said: 'We have seen mergers and joint ventures and the joint venture with the highest profile is that of EE4G, leaping ahead of Vodafone and O2 on the Long Term Evolution programme.'

Ubi-Tech met with the company that maintains the network for the operators and they are recruiting again, with an attrition rate of 2%; great news for those leaving the forces in the coming months and years as managerial and engineering staff will be in demand to run

these projects. Vodafone and O2 will roll out next year and again emphasis is placed upon supplying a network that will support all the new applications currently either available or on the drawing board.

The release of additional frequencies and spectrum in



both licensed and unlicensed sectors will be marked by an increased expansion through investment and growth within the telecommunications industry.

Additionally next generation technologies such as WiMAX and Long Term Evolution [LTE] are starting to rollout throughout the UK and indeed worldwide. Both business and private users are constantly awaiting extra spectrum and advances in technology that will enable them to communicate faster and more efficiently and 4G certainly heralds a new breed of telecommunications devices and applications that have been long

Perhaps 3G was not as exciting as it was portrayed and to some was a disappointment. However 4th Generation networks will provide communications that will enhance the experience of all users.

awaited. Perhaps 3G was not as exciting as it was portrayed and to some was a disappointment. However 4th Generation networks will provide communications that will enhance the experience of all users. It is said that LTE will be mainly an application/ access based technology and WiMAX providing backhaul for data hungry application, whatever the argument one thing is certain and that is both technologies can and will co-exist.

A consortium of industry and academic bodies have formed to develop and deliver recognised Telecommunications qualifications. Wolverhampton University which has a first class Engineering Faculty has joined with Ubi-Tech, a training company which has provided training for QinetiQ, Arqiva, Nortel, Orange, Vodafone and others.



In conjunction with their Industry partners LightSource, and Hytera UK Ubi-Tech has become a supplier of Wireless courses to the industry.

The company has developed and can deliver up to the minute training with a suite of three courses available to service leavers covering

a broad spectrum of technologies. They will prepare service-leavers for civilian telecoms and provide a focus on current technology and state of the industry. Ubi-Tech wireless courses are accredited by the University of Wolverhampton and will lead to a Master Degree. ●

For more information on the courses provided by Ubi-Tech please call Richard on: **07814678406** or Freephone: **08006129193**. Alternatively Email: info@ubi-tech.co.uk.





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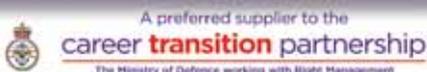
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Hermes Links with Royal Logistics

The Logistics Guild, Milton Keynes, July 2013 Hermes, the leading consumer delivery specialist, has linked up with Royal Logistics Corps and the Logistics Guild to help find employment for military personnel faced with redundancy. The company kicked off a series of events with a two-day workshop for 80 men and women based at the Duke of Gloucester Barracks in South Cerney near Cirencester, Gloucester to provide advice and guidance about working within the supply chain sector.

The team from Hermes provided a series of presentations that outlined some of the opportunities that exist within its transport, warehouse and delivery operations along with the wider supply chain industry. Soldiers also received practical assistance on how best to seek employment as well as help with CV writing and interview techniques.

The workshop will be followed by an event organised by the Logistics Guild and Hermes that will take place at Hermes' national distribution hub in Nuneaton, Warwickshire that will provide a detailed overview of the company's operation and insight into

Up cs Corp



the parcel delivery lifecycle. The soldiers will have the opportunity to talk with employees in a wide range of roles to get an understanding of potential career paths.

The Logistics Guild is a shared network of resource set-up for those working in any aspect of logistics and has been working with the British Army and in particular, the Royal Logistics Corps, for several months promoting benefits of Logistic Guild Membership. This includes Training and Development opportunities, Guild Recruitment Services, Guild Member Benefits and the Military Work Placement Scheme – a Logistics Guild initiative developed especially to

help ex-military personnel find work within the civilian logistics industry.

The Logistics Guild is committed to working very closely with top civilian employers such as Hermes to ensure that ex-servicemen and women can find rewarding careers where they can effectively use the valuable, transferable skills learned in the service, in the civilian logistics sector.

Lt Col Nov Nanovo, Commanding Officer of 29 Regiment The Royal Logistic Corps, commented: "I am committed to helping my service personnel make the transition from the Armed Forces to civilian careers with the very best advice

and guidance available to them. By working with leading organisations such as Hermes and the Logistics Guild, it will be possible for my people to exploit the skills and expertise they have gained in the Army to find jobs within Industry's supply chain."

Jane Naumkin, HR Director at Hermes said: "We hope this relationship with the Royal Logistics Corp will help some of the military personnel faced with redundancy to find a new career path within the supply chain. By providing a better understanding of the opportunities that exist within Hermes and the wider sector we can support their transition from military to civilian life.

Hermes is committed to being a leader in terms of corporate responsibility and as a high-growth organisation recognises the positive role we can play within the wider community. We are very pleased to be able to provide support to such a deserving part of our society, who in turn can make a significant contribution to the success of the business moving forward."

Hermes will also donate all fees received from the Ministry of Defence to Help for Heroes, the charity formed to help those who have been wounded in Britain's current conflicts. ●

Diver Safety is Paramount

says New Partnership KB Associates & MTCS Ltd

Managing safety risk at sea is a challenge! Commercial divers work at depths of up to 300 metres and spend weeks living in enclosed hyperbaric chambers and often face tough working conditions requiring a high level of training and competence.

With training and competence playing a key role in today's industry, the joint partnership of Maritime Training & Competence Solutions (MTCS Ltd) and KB Associates Group of Companies (KBA) is a leading initiative that will establish new benchmarks within the commercial diving and ROV industries. Both organisations have a keen passion for safety, training and competence and will be collaborating to deliver their range of services to the industry.

The joint partnership will see multiple benefits where both organisations will be sharing the knowledge to enhance the training courses offered, while both groups of clientele are also able to enjoy broader diver / ROV competency development training at more training locations to fit their plans.

KBA Group provide an integrated professional specialist solution for consultancy and training that fosters safety excellence and quality in the Offshore Oil & Gas industry and onshore terminals construction industries.

Darren Brunton (CFIOSH), the Managing Director of KBA, brings a wide range of diving and safety management

expertise to the courses planned by both companies. He has worked in the Offshore Oil & Gas Diving industry since 1990 as a diver, diving supervisor, client representative, diving system / company auditor, safety management and diving trainer with experience globally such as in the Asia Pacific, China, United Kingdom, Middle East and South American regions. Darren possesses the hands-on experience of offshore operations, safety management, compliance and training deliverables in all the courses developed.

Darren commented: "We're thrilled to forge this partnership with MTCS Ltd on the various training courses and other projects within the work scope. Strategically located in Singapore and Aberdeen KBA offers MTCS a platform to bring its brands and training to the Asia Pacific region and we gladly welcome MTCS instructors and trainees to our facility in both Singapore and Aberdeen, UK for the series of competency training courses conducted. We strongly believe that this synergy will set us apart and

"We're thrilled to forge this partnership with MTCS Ltd on the various training courses and other projects within the work scope."

offers a more comprehensive solution to our clientele."

Some of the available KBA training courses include: Diving System Assurance Awareness - 1 Day course; Diving System Assurance - 4 Day course; OGP Client Worksite Representatives Training - 5 Day course; IMCA Air/Bell Diving Supervisor and Assistant Life Support Technician Training; Diving Technician competence courses such as DSI KBM Helmet Technician and a range of internationally accredited safety training such as NEBOSH Training from WSH Qualification to International Diploma levels.

MTCS Ltd are to deliver training alongside KBA at their new facility in Aberdeen as well as in Singapore, where they plan to run Diver Competency schemes and also a Skills Assessor course.

MTCS Ltd is a fully accredited assessment and training centre,



whose head office is based in the Lake District and currently manage the largest independent assessment and certification programme for people involved in Subsea Operations such as ROV, Diving and Hydrographic Survey. Providing a full IMCA-aligned Competence Scheme Management service, MTCS Ltd ensure personnel are demonstrating competence in the offshore workplace.

Richard Warburton, Managing Director for MTCS Ltd said: "Working with KB Associates can only be beneficial for both companies, as many of our courses complement one another and the sharing of expertise will result in improved safety to divers and a better service to our clients. MTCS Ltd has extensive experience in competence working. There is an on going requirement for offshore personnel to demonstrate competence in the work place and one of these



Pictured: From left to right is Darren Brunton, KBA and Richard Warburton, MTCS Ltd

areas is in diving. The main driver for this comes from the oil companies who insist personnel are registered in some form of competence management system. This system must prove that personnel are competent, or working towards competence, in safety critical, operational and technical activities. Many of the contracting companies

have had successful competence management systems in place for many years. There has, however, always been an issue regarding agency personnel or 'freelancers', in particular how do they demonstrate competence when they often work for a number of different companies." ●

For further information on course opportunities, please contact Richard Warburton, MTCS LTD, Tel: **015394 48233** or Email: **enquiries@mtcs.info**. KBA Email: **enquiries@kbassociates.org** or Tel: **+65 6546 0939**. **www.mtcs.info**

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28th October - 8th November
25 November - 6 December

For 2014 dates visit: www.rovtraining.org/dates



Approved Centre

career transition partnership



MTCS Ltd, Windermere Business Centre, Oldfield Court, Windermere, LA23 2HJ

Enhanced Learning Credit Provider #2033

Fit for Role

Careers in Health and Fitness



Have you considered using your Armed Forces gained skills as a fitness instructor? If so British Military Fitness can start you on the path to a new career.

BMF offers resettlement packages through its partner Premier International Training which includes course and exam fees, awarding body registration and course material as well as career advice and guidance with a dedicated Armed Forces Education Adviser. If you are leaving the Navy, Army or Air Force, and are looking to retrain into an exciting new career, then Premier Training International's spectrum of military resettlement courses will help springboard you into your future.

Premier is also a preferred supplier of training to the Enhanced Learning Credits (ELC) funding as well as the Careers Transition Partnership through Premier.

BMF was founded in April 1999 by Major Robin Cope as an alternative form of group fitness training to gyms. Robin's idea was to get people of all fitness abilities outdoors training in parks, with motivation provided by military trained instructors. It was never the intention to make this a 'boot camp' but a fun and

effective form of training using the highly professional skills learnt in the military to get people fit.

A highly decorated officer, Robin left the army after 16 years service. Given his reputation, Robin was immediately in great demand as a military consultant and worked with, amongst others, Russell Crowe on

the movie 'Gladiator' and Tom Hanks and Matt Damon on the movie 'Saving Private Ryan'. On both these movies, Robin was asked to train all the actors in the fighting scenes and to provide advice on how to act in a military style.

In April 1999, Robin decided to focus his knowledge and skill into the launch of British Military Fitness in Hyde Park in



Whatever we do, we are aware that the single most important element to retain is to ensure the standard of exercise classes stay the same and that our professional instructors keep providing fun and challenging classes for all our members.

London. The first session saw just three people turn up but week by week, the numbers grew as the people being trained enthused to their friends and work colleagues about what an amazing experience it was, and others simply walked up in the park and asked to join in. By the time they reached the first winter, BMF had 200 members but was contemplating closing for the winter months. The members' pure passion indicated that they wanted to continue through the dark, cold months and that has been the case ever since!

Soon BMF was spreading across London as people asked for classes to be set up in parks near them. Very soon it had moved beyond the capital, and is now in over 100 venues across the UK.

In terms of the future, the plan for BMF is more of the same! More parks and more classes, with potential for new products such as BMF holidays, BMF kids classes and families activities. Robin said: "Whatever we do, we are aware that the single most important element to retain is to ensure the standard of exercise classes stay the same and that our professional instructors keep providing fun and challenging classes for all our members."

BMF works alongside Premier Training International who offer a range of courses to get you qualified. The Diploma in Fitness Instructing and Personal Training will establish you as an authority in the field of health and fitness and allow you to immediately apply for work or set up on a self-employed basis as a Personal Trainer. The Diploma is viewed as the gold standard in Personal Training qualifications and will ensure you graduate with the highest calibre of education and support. Those successfully graduating will qualify in Level 3 Diploma in Fitness Instructing and Personal Training and Level 2 Diploma in Health and Fitness.

Level 4 qualifications will help you take your expertise to the next level and give you the confidence you require to work with these at risk groups with sensitivity and purpose.

The qualifications will also take you to the highest level of industry recognition with the Register of Exercise and Professionals (REPs), giving you their Level 4 'Specialist' status. Such status will confer the levels of credibility necessary to place you at the forefront of government-led initiatives to deal with ever-growing health epidemics such as obesity and diabetes.

By achieving Level 4 you will be registering yourself as a willing and



able partner to engage with the medical community in meeting such worthy aims while maximising your opportunities to excel in your career.

There are special offers on course fees for Military Personnel and guaranteed interviews with British Military Fitness. Level 3 Diploma in Fitness Instructing and Personal Training comprising of the Level 3 Certificate in Personal Training and a discounted Gym Instruction course is now £3,000.

Level 4 Diploma in Fitness Instructing and Personal Training (note this also includes a choice of one of the Level 4 Diplomas) is now £3,995.00.

Robin Cope continued: "Our resettlement packages include course and exam fees, awarding body registration and course material as well as career advice and

guidance with a dedicated Armed Forces Education Adviser. If you are leaving the Navy, Army or Air Force, and are looking to retrain into an exciting new career, then Premier Training International's spectrum of military resettlement courses will help springboard you into your future."

Candidates may be eligible for Fee Remission relating to the funded elements of our Diploma in Fitness Instructing and Personal Training due to Premier's association with Milton Keynes College which can be used alongside any Enhanced Learning Credits that you are entitled to.

For further information please contact the dedicated Armed Forces Education Adviser on **01480 410322** or visit **www.premierglobal.co.uk**. More information on BMF is available on **www.britmilfit.com**, or telephone **020 7751 9742**.

Courses are run nationwide throughout the year or food and accommodation can be offered through the Milton Keynes Residential training venue. ●

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If you want to be part of this highly motivated and dynamic team, email your CV with a note explaining why you are suitable for BMF to jobs@britmilfit.com

For more information visit britishmilitaryfitness.com

Fit for Role

Careers in Health and Fitness

Becoming a Personal trainer is all about working with people and helping others to reach their health and fitness goals.

If you like meeting new people and are comfortable building rapport from the outset then becoming a fitness professional could be the career path for you. Discovery Learning offers quality personal trainer courses with all the extras worth having: insurance, websites, employment contacts, discounts & more! As a training provider we offer flexible fitness courses tailored to suit those still serving or entering resettlement. We have a range of industry recognised qualifications

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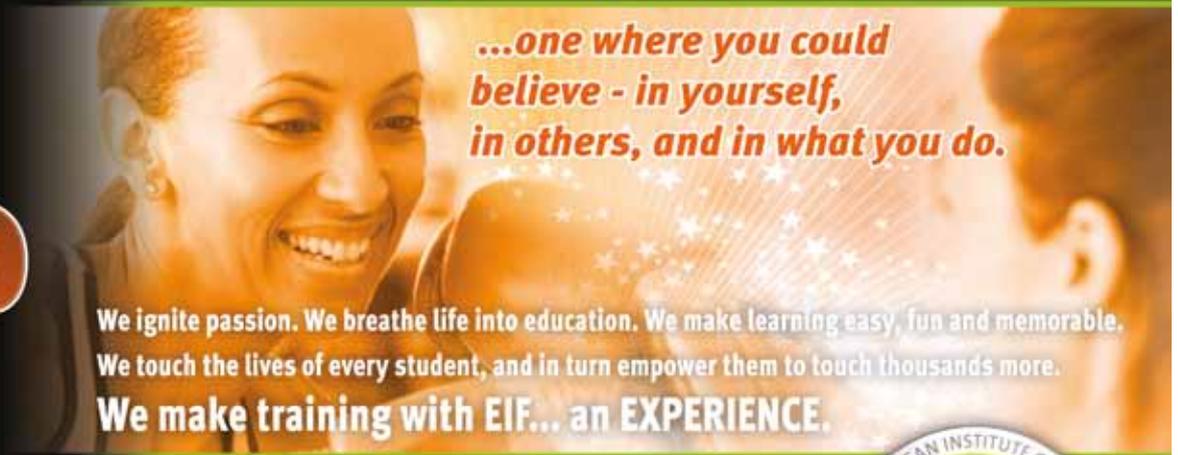
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For further information please contact Ros Stacey on:
01283 509175 | 07968 483615 | mod@crsrisk.com | www.crsrisk.com

Get on your Bike with... Downland Cycles Training Centre



In an earlier edition we wrote about careers in cycling maintenance.

Another company delivering popular training in this popular field is Downland

Cycles Training Centre in Canterbury, Kent. The company has been successfully training cycle mechanics and frame building for

13 years. No expense has been spared on the development of its purpose built training centre and the provision of the very best state-of-the-art equipment.

On-site accommodation is available and includes meals for £38 per night. The evenings are set aside for riding and practicing in the workshops which stay open until 9pm daily.

A company spokesman said: "We assume no previous knowledge when you arrive and will train you to repair, fit and problem solve all types of components and systems from 1950's to the latest electronic components, frame building and all you need to know about wheel building, hub servicing, hydraulic disc brake and suspension systems.

Image: Jan Milka, www.shutterstock.com

Bike Maintenance Training Centre



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and Frame Building Courses



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Tel: 01227 709756

E-mail bryan@downlandcycles.co.uk

Website www.downlandcycles.co.uk

Downland Cycles Ltd, Training Centre, 2 Stone Cottages, Lynsore Bottom, Upper Hardres, Canterbury, Kent, CT4 6EG





"Our lead instructor Bryan is an ex pro team mechanic, SIC1 pro fit trained and has developed our Campagnolo Pro-Shop Service Centre, Shimano Electronic Centre and Pro Wheelbuilding Centre alongside the frame building and mechanic centre."

This means you will be trained in an environment which offers a real opportunity to learn the skills and trade in the context of a comprehensive leading industry cycle business.

Matt, a satisfied candidate on a recent Advanced Mechanics Course is delighted with the results. He said: "Thank you again for a thoroughly enjoyable, professional and informative course. I really did enjoy myself and really came away with all I wanted to. The friendliness of the staff, yourself and Bryan and the home cooked fayre just added to the experience. Please pass on my thanks and appreciation to Bryan, Martin and James. I feel ready to start my mobile mechanics business and thanks for kitting the van out at such a good price. I will be in touch for help and advice as I need it."

You can also buy tools and parts from Downland Cycles at discount prices. They can also kit out a full workshop for you and have helped many set up mobile mechanics, hire centres and small shops. ●

You can see more of what is on offer from Downland Cycles by visiting website www.downlandcycles.co.uk. Further information is also available Email Julie@downlandcycles.co.uk or phone **01227 479643**.

Pictured: Left to right: John Chorley & Patrick Smith from the School for Education Futures, Laura Brown & Liz Taylor from The Career Transition Partnership, Lianne Bradbury, the University's Armed Forces & Uniformed Services Co-ordinator and Pat McCarthy from the School of Sport, Performing Arts and Leisure.



Finding New Careers for Armed Forces Personnel

The University of Wolverhampton is helping Armed Forces personnel to develop new careers after leaving the services.

Sports and leisure courses as well as teacher training opportunities are being developed for those leaving the Royal Navy, Army and RAF.

The aim is to translate their existing knowledge and experience into nationally and internationally recognised qualifications that can be transferred into their existing role in the Armed Forces and future careers.

The Career Transition Partnership (CTP) is a partnering agreement between the Ministry of Defence and Right Management, who are global career development and outplacement specialists. As part of the initiative, representatives of CTP visited the University's Walsall Campus to see the facilities and meet with staff members.

The University has appointed Lianne Bradbury as its new Armed Forces & Uniformed Services Co-ordinator and she has been working with the CTP and other organisations to develop the courses.

She said: "The University is striving to develop opportunities that meet the needs of Armed Forces personnel. The aim is to support Armed Forces personnel currently in service and leaving the services by providing quality courses designed to enhance personal and professional development."

"I have been actively engaging with the Career Transition Partnership, MoD organisations, service charities and academic Schools within the University to assist all involved in gaining a better understanding of what Armed Forces personnel want and the support that they require."

"The University has a dedicated HM Armed Forces webpage

which gives service personnel all the information they need to know about University courses and funding. It has also developed a two-day business start-up course which has been specifically designed to assist service personnel in setting up a business."

The CTP provides resettlement services for those leaving the Royal Navy, Army and RAF and operates as an intermediary service for employers wishing to hire Service leavers.

The visit to the Walsall Campus was to discuss opportunities for developing short sports & leisure courses for service leavers with the School of Sport, Performing Arts and Leisure. The group also discussed the 'Troops to Teachers' programme run by the School for Education Futures for service leavers in teaching. ●

Combat Stress

Helping Veterans Since 1919

Combat Stress www.combatstress.org.uk is the UK's leading military charity specialising in the care of Veterans' mental health. Founded in 1919, the charity's aim is to ensure that Veterans receive the right mental health care, in the right place, at the right time.

A BBC Panorama report demonstrated the scale of the mental health challenge facing Britain's serving and ex-Service personnel. Every suicide is one too many, but 50 in one year is desperately sad. More than 200,000 UK Soldiers have served in Iraq or Afghanistan during the last decade. Combat Stress expects that one in five will suffer from some form of mental illness, with between four and seven per cent suffering from the more serious and life limiting Post-Traumatic Stress Disorder (PTSD). These heroes will need support but they must be able to access it quickly and easily.

Combat Stress has 94 years' experience in the field and is currently treating more than 5,200 ex-Service men and women nationally. The vast majority of those supported are suffering from PTSD and many have a connected anxiety, depression or alcohol dependency issue as well.

In the 12 months to the end of March Combat Stress received more than 1,700 new referrals – an increase of 10 per cent on the previous year. The 24-hour Helpline receives 8,500 calls a year of which around 100 are from Veterans contemplating hurting themselves. Demand from Veterans seeking mental health support is increasing. The charity sector and the NHS must manage this challenge together.

The NHS has a crucial role to play in ensuring Soldiers and Veterans access the support they need. Eight in ten Veterans treated by Combat Stress have tried to access NHS services but found them ineffective or

lacking an understanding of their needs. If the country is to prevent a growing national tragedy, then more must be done to ensure NHS clinicians are equipped to deal with Veterans' unique experience of battle trauma and Service life.

Generally speaking, NHS and emergency services staff are the first to have contact with Veterans who are in deep emotional turmoil. Front line clinicians need to be educated in, and have a greater awareness of, the issues surrounding Veterans' mental health. They should be able to identify Veterans and adjust their treatment accordingly.

Furthermore, developing NHS Veterans' mental health services is patchy and there is a need to assess what practices are effective and what are not. Best practice needs to spread nationally to provide knowledgeable, effective coverage. Combat Stress is working closely with the Ministry of Defence and Department of Health to develop these services now because the challenge will continue to increase post conflict. This government and its predecessor must be commended for the work they have undertaken in this area so far but there is much more that can be done.

Those who have sacrificed so much to protect our freedoms deserve our respect and support. The Panorama report is a wakeup call for us all and the situation will only get worse if action is not taken. Ultimately we are all in this together – families, GPs, community mental

health practitioners, charities, NHS commissioners, opinion formers, everyone. As a country we can do better - and must do better.

Combat Stress is supporting more Veterans than at any time in its long history. This includes 396 Veterans who have served in Afghanistan and 724 who served in Iraq. The youngest Veteran is just 18 years old. Demand for Combat Stress services is rising: 1,700 Veterans contacted the charity for help in the financial year 2012-2013.

On average it takes over 13 years from Service discharge for Veterans to make the first approach to Combat Stress for help, by

which time their condition is often highly complex.

Combat Stress treats conditions such as Post Traumatic Stress Disorder (PTSD), depression and anxiety disorders. The services are free of charge to Veterans. To help Veterans rebuild their lives, a range of services are provided:

A 24-hour Helpline (Tel: **0800 138 1619**, Text: **07537 404 719**, or Email: **combat.stress@rethink.org**). The Helpline provides free and confidential mental health advice and support. It is for current and ex-Service personnel, and their families and carers;

Community and Outreach – delivered by a national network of teams of Regional Welfare Officers (providing practical support) and community-based clinicians. Our support is tailored to each Veteran's needs;

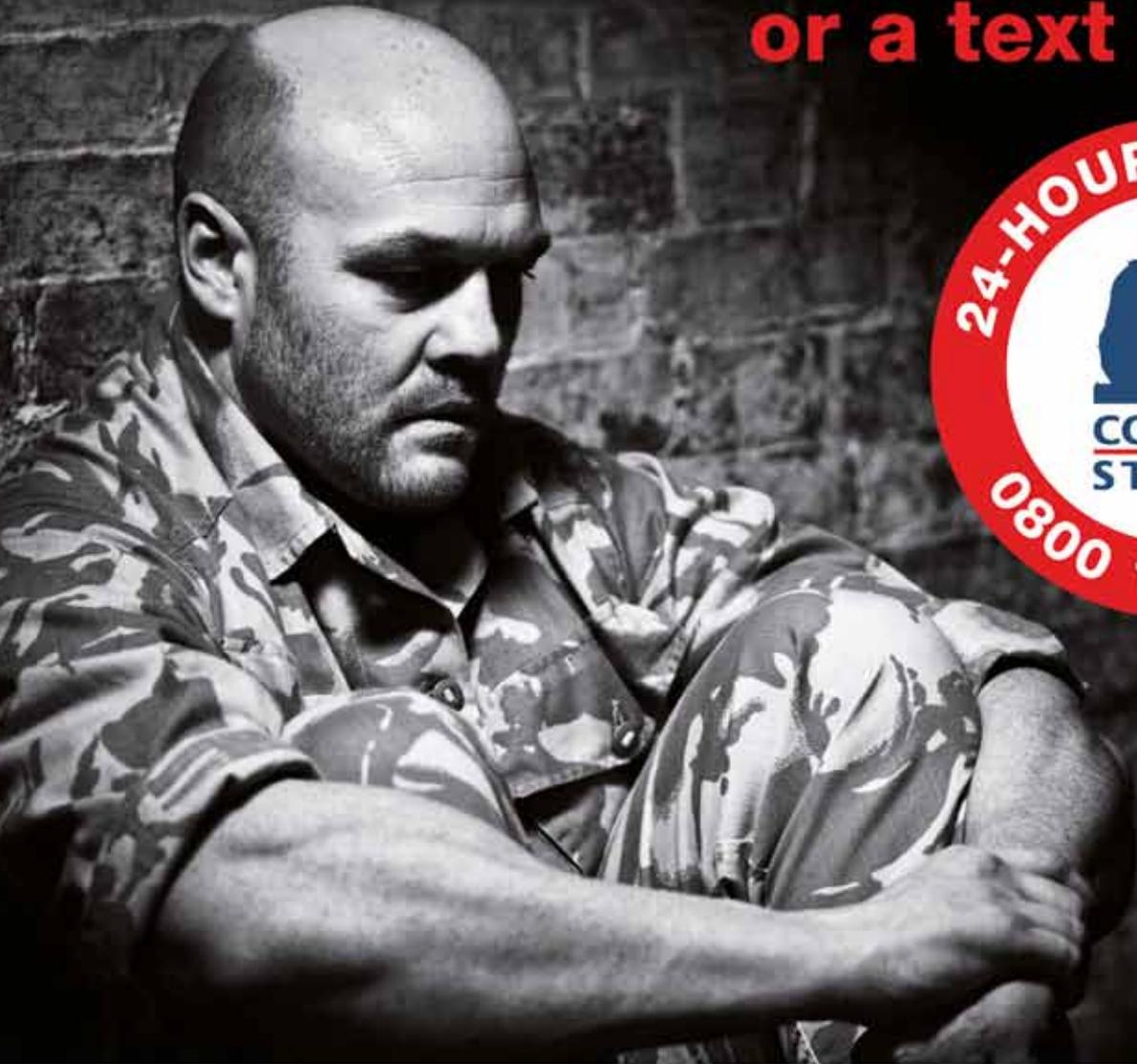
Short-stay clinical treatment – with other Veterans – at one of our three specialist treatment centres in Ayrshire, Shropshire and Surrey. The treatment and care that we provide is tailored to each Veteran's needs;

A specialist Territorial and Reserve Forces Liaison Team; NHS Specialised Commissioned Veterans' Post Traumatic Stress Disorder programme. We are a centre of excellence for the treatment of PTSD. ●

For more information about Combat Stress, visit www.combatstress.org.uk.



**If you serve, or have served
your country, as a Regular
or a Reservist, the Combat
Stress Helpline is just a call
or a text away...**



Call 0800 138 1619 or text 07537 404 719

(standard charges may apply for texts, please check with your provider).

The Helpline is open 24 hours per day, 365 days per year.

Find out more about our work at www.combatstress.org.uk

Put Yourself in the Frame for a Future in Photography

In all my years in the field of communication which includes a lengthy spell as an Army media officer and PR trainer, some of the best photographers I've come across have come from the Armed Forces.

Written By: Martin Newman

Of course most were RLC or RN and RAF photographers, or 'photos', as they like to call themselves, who were specifically trained at the Joint Service School of Photography at RAF Cosford. Many others were simply amateur enthusiasts. Perhaps military training in constant observation and awareness gives you a good eye for what's around you.

Unless you're coming out of the services with that particular trade training photography would seem an unlikely career choice for the service leaver. Not so according to Tracey York of UK Trades Training. The company is a preferred supplier to the Careers Transition partnership and ELC (Early Learning Credits). Better known for providing careers in the building and construction, the company now offers two BTEC level 3 Courses in photography.

Both courses, one in general photography and the other in Photoshop editing, an essential skill for today's photographer, are fast track and of two days duration each. The photography course is highly inclusive covering everything from social photography, food, and fashion to press, TV and portrait to model portfolios. It also covers cameras and photographic equipment, lighting and all the technical skills you will ever need.

The Photoshop course is all about image manipulation. It covers everything that we used to do in the darkroom in the good old days and much more. You will learn all about the Adobe Photoshop program and take your images to the next level like a true professional. You will need to have completed the previous course or have existing

photography experience. However prior Photoshop experience is not a requirement.

This BTEC level 3 course is for anyone interested in running a business and making money from taking pictures and selling the edited versions.

UK Trades Training attracts many service leavers who are interested in turning their hobby into a business and possibly start a career as a self employed photographer either full time or part time on a weekend. It is a career that offers flexibility of lifestyle as you can choose the hours you want to work. The company will show you how to get the best from your camera settings and take fantastic pictures then use the latest software editing programs to enhance your work to a professional level.

Earning potential can be great from a job that you love doing and find interesting and relaxing. The course is suitable for all experiences from people with little or no knowledge right up to people with a good grounding in photography.

Images: Robert Kneschke (right), WEEExp (background), Mircea BEZERGHEANU (top right), www.shutterstock.com



Tracey York said: "We can help you explore all this in our photography studio with live models to photograph. We also take you out to shoot on location almost every day with various wildlife and landscape pictures and included in your course is a night safari around Newcastle.

We are located ten miles from Newcastle upon Tyne, on the coast in South Shields only five minutes from all the beaches and parks so there are numerous places to go out during your course for location photo shoots."

If this sounds like something you would like to do then check out all the course details on www.uktradingtraining.com to see what's covered on these fast track professional photography course. Alternatively you can Tel: **0191 454 7733** (free) or Email: net.training@yahoo.com.

You can go along with your own DSLR camera and explore its manual settings to get the best out of it, or you can use one of the professional cameras available to the course students. ●



First Point Photography

If the North of England isn't convenient for you, First Point Photography (FPP) is a contemporary photographic studio in Bournemouth, Dorset. Established in 1995 it offers all aspects of photography, including Portraiture, Wedding, Advertising, and Product Photography.

FPP is also an accredited City & Guilds training centre, offering City & Guilds Approved Portrait and Wedding Photography Diplomas, up to level 3 Award in Photo Image Capture. Their courses are designed for the keen amateur to the improving professional.

FPP is also an ELCAS approved learning provider (Approved training provider for the UK Armed Forces). Working from two fully equipped studios all their staff are vastly experienced and formally trained and qualified. All instructors hold at least their LRPS (Licentiate of the Royal Photographic Society).

Photographic courses and seminars are run from our workshops in the school of photography located in Bournemouth, Dorset, which boasts two fully equipped working studios and seminar rooms.

As a City&Guilds accredited centre, they also offer workshop diplomas with City&Guilds accreditation.

Courses and Seminars are intended for the keen photographer who is looking to develop their photography skills into a profitable business. All their courses are very practical and therefore will involve a lot of picture taking, enabling you to create your own portfolio.

The short courses run from two to ten days and tuition on all aspects of commercial photography is offered. All seminars are modelled on the company's own business practices, and they share all their information and experiences with you. This includes all pricing and costing. Importantly students are also

given examples of bookkeeping and the day to day running of a photographic business.

Practical portrait photography sessions in the studio focus on familiarity with studio equipment, including home/mobile studios, and lighting. The instructors will teach you how to set-up the studio lights for different looks (including high and low key) measure the flash correctly and pose your models.

You will also be given an introduction to digital manipulation using Photoshop. This includes editing wedding shoots, basic photo re-touching i.e. softening wrinkles, teeth whitening etc and creating montages. You will also be shown you how to enhance your photos to a more artistic level.

Further information on First Point Photography is readily available on the company's website www.firstpointphotography.co.uk. You can also Tel: **01202 419808** or Email: info@firstpointphotography.co.uk.

The wedding seminar covers the whole aspect of wedding photography, from obtaining bookings through to producing the final album. In addition to the theory there will also be shoots with models on location at a local beauty spot, at home, in a church and in the studio. We will also cover technical difficulties you may encounter while photographing the intimate portraits of the bride and groom as well as how to set-up and pose the group photographs. ●



First Point Photography



www.firstpointphotography.co.uk Dorset 01202 419808

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Level 3 Qualification - Approved for ELC Funding

First point photography is a successful working studio who specialise in wedding, portrait photography and vocational courses for the keen amateur to the improving professional, who are looking to develop their hobby into a career.

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 - Photoshop
 - Practical Shoots
- Wedding - Studio - Funky Urban Portrait

Held in our two fully equipped working studios and out on location.



PHOTOGRAPHY COURSES

BTEC LEVEL 3



Why not use your allowances to kick start a new career as a professional self employed

The Course covers a full understanding of Aperture, Shutter speed, ISO, White Balance etc. Take photos of light trails, Motions, Water flow, freezing action shots etc. Learn how to shoot professional weddings, portraits and landscape pictures then bring them back to the studio and edit your images using a range of computer software and programs.



You will be out and about on a daily basis exploring all aspects of photography including an exciting night safari around the city



For more information please call us on **0191 454 7733**
www.uktradingtraining.co.uk



COBSEO Patron HRH the Prince of Wales Meets Members of COBSEO

HRH The Prince of Wales visited the first COBSEO symposium which took place at Goldman Sachs on the 10th July 2013.

COBSEO: the confederation of service charities, is made up of organisations ranging from The Royal British Legion, Help for Heroes, the three main service charities, through to Regimental Associations and small charities such as Japanese Ex PoW RAF Association.

THE SYMPOSIUM INCLUDED DISCUSSIONS AND PRESENTATIONS LED BY:

- Harvey Grenville from the Charities Commission
- Representatives from Wilsons Law
- Debra Allcock-Tyler from the Directory of Social Change
- Fundraising expert Ken Burnett
- Expert in crisis communications Shimon Cohen

COBSEO chairman, Air Vice Marshal Tony Stables said: "The support of our Patron, HRH The Prince of Wales and his interest in the future of this important sector is the very essence of the aim of today's symposium. We have discussed and explored the many benefits of the sector working together as well as its current and future evolution. We are in a time of unprecedented support for the Armed Forces and this is an opportunity for all of us to build on this. ●



Pictured: Mike Morgan, left, Telereal Trillium's regional facilities manager, with Captain Martin Erving on site at the Norcross campus, Blackpool

Telereal Trillium Recruits New Military Personnel on Work Placement Scheme

The first of two commissioned officers in the British Army has started work with Telereal Trillium.

Captain Martin Erving of the Royal Logistics Corp is working with the company for a month, to mid May, to get an insight into the role and responsibilities of a facilities manager (FM). In his first week, Martin saw the operational sharp end of the business working at one of Telereal Trillium's larger sites, the Norcross campus in Blackpool, home to 1,800 people working for the Department for Work and Pensions.

Commenting on the placement, regional facilities manager, Mike Morgan, said, 'To optimise the time Martin spends with us, we've dropped him in at the deep end, getting him out to meetings and different sites so he sees the spread of our business. It's been a whirlwind tour for him and it's been great to host him and to be able to share my FM skills and experience with him.'

Steve Castle, Telereal Trillium's managing director

facilities management services, highlighted the benefits: 'This is a mutually beneficial exercise. The primary purpose, of course, is to give Martin the insight he needs to help him establish whether this is something he wants to do in the long run. But Martin has things to offer us from his experience in the army and give us a different perspective on life as well.'

For Martin the tour has started well: 'It's been an exciting time so far, meeting the service providers, getting to grips with the management and financial systems, and of course visiting the different sites. It was particularly interesting to see how technology is driving change through the use of iPads, which Telereal Trillium has recently started using to carry out site inspections. I've been very well integrated in to the company, which is brilliant, and the new experience makes a refreshing change.' ●

The Alternative Ambulance Sector

Opportunities
for training
and jobs in
the Ambulance
Sector.

If you want to transfer your skills and qualifications to the Ambulance Sector, why not consider the Independent Ambulance Services?

Increasingly, the sector is providing the NHS with front-line ambulances and this is a good option for many reasons. "If you dial 999 today in Peterborough, one of our vehicles may arrive", says Anita Human, Nurse and Managing Director of Human Touch Ambulance Service. Based in Market Deeping, South Lincolnshire, the Company is contracted to supply a range of services to the local NHS Hospitals and Ambulance Services. The industry is well regulated, all are registered with the Care Quality Commission and there is a Professional Association, the Independent Ambulance Association (IAA). Those that supply services under tender are well regulated and inspected.

SO WHY CONSIDER THIS SECTOR?

If you are looking for the ability to really put your skills into action and the opportunity to make changes where you see the need, being part of a smaller organisation opens doors for you. Recognition for your previous career with the ability to undergo supported training and 'earn-while-you-learn' are a reality.

The Company was set up in 2006 by Ex-Grenadier Guard Roy Human, and the company has benefitted from recruiting ex-service personnel ever since. "The enthusiasm and work ethic of ex-service personnel is very valuable to us", says Roy. "We really understand the individual's worth and offer a smooth transition." Having taken that step himself, Roy's job is to ensure the quality of the service on the road is maintained. He said: "I go out and work with the staff on the road. This means I hear what the staff are saying and see how the patients are cared for."

Peter Maksymiw, Operations Manager, who served with the Life Guards joined the Company six months ago and has used his organisational skills to ensure the smooth running of the business. He said: "With well over 35,000 patients per year being carried



by our fleet, it is vital that things run like a military machine.”

Mark Graham served with the Duke of Lancaster's Regiment and left in January 2012. Mark is now Assistant Operations Manager and was looking for a post that used his quartermaster skills and attended the Recruitment Open Day in Oakham. It is a move that he does not regret for a moment. “I love this job as I get the freedom to really make positive changes in the running of the business”, he said.

Recently recruited is Dave Thompson from the 16 Regiment RA. Dave prepares the ambulances for each shift and ensures the equipment is ready to go. He explains: “In the last 6 years I was away a lot of the time. So now it is important to me that I spend some time near home. I went to employment fairs both for recruitment and ELCAS. I wanted to do some work involving care but also wanted the excitement of ambulance work. To find a Company that really understands the transition is great.”

On the clinical side, Ashley Arum and Chris Ward, both ex-RAMC, transferred their qualifications to the Pre-Hospital Care field. The Company offers the necessary training courses to ensure smooth transition and are tailored to the individuals. Chris said: “Throughout my initial induction period I was assessed and support was given to transfer my trauma skills to the needs of the general public, the patients we treat. There is less trauma and more medicine, but when we do see trauma I am ready to get stuck in.”

SERVICE PROVISION

Established in October 2006, Human Touch Ambulance Service is registered with the Care Quality Commission. The CQC has over 230 Ambulance Services registered and inspections are annual. As newly-elected Chairperson of the Independent Ambulance Association (IAA), Anita Human is closely involved in setting standards for the industry.

Companies provide a range of services including medical event cover, patient transport services, high dependency transfers, front-line services, rapid response vehicles, critical care transfers, and aeromedical repatriations. Some are suppliers to the NHS following high-level inspection processes.

TRAINING PROVISION

- Human Touch provides the following training courses:
- IHCD/Edexcel First Person on Scene Intermediate and Enhanced
- IHCD/Edexcel Ambulance Aid (BTEC Level3)
- IHCD/Edexcel Emergency Driving (D1/D2)
- Transfer course from CMT to BTEC Level 3



Based near Peterborough, the Company offers accommodation on site and the option to be employed at the end of the courses. Following the Ambulance Aid Course the 750 hours on the road requirement is available as a paid option for those who complete the course and recruitment requirements.

Human Touch Ambulance Service is a member of the IAA and provides services under contract to the East of England Ambulance Service NHS Trust. Registered by the Care Quality Commission. Founded in October 2006 it now employs 170 staff and operates 55 vehicles.

Courses are scheduled throughout the year and the Company welcomes enquiries for employment. ELCAS credits applied for. For more information visit www.humantouchuk.com or call 01778 348333.

The Medical Wing Ltd is an independent supplier of medical training, equipment and medical support staff to a variety of organisations around the world, which includes the UK Police Force and Government Agencies. Specialists in supplying and training individuals and groups in remote and emergency medicine, the Medical Wing Ltd © works closely with all its clients in both the Public and Private health care and Security sectors. Company staff have an industry leading knowledge in emergency medicine, many of

them having served with the world renowned UK Special Forces and the UK Ambulance Service.

The company offers a range of emergency medical courses for service leavers with little knowledge and for instructors. The Medical Wing Hostile/Hazardous Environment Medics (H/ HEMS) course is designed to take clients to a standard that is required of the modern Close Protection Operator or anyone who may be visiting a Hostile or Hazardous Environment. You will be taught the skills associated with rapid assessment, stabilisation and transfer of both the trauma victim and those suffering a medical emergency.

The course has been developed by the Security Industry Authority (SIA). It is awarded a BTEC Level 2 and it follows the core criteria of the internationally known and recognised IHCD/Edexcel First Person on Scene – Intermediate.

The five and a half day approved HEMS course is for those requiring extended skills. The training includes both theoretical lectures and practical sessions, designed to develop good, all round emergency medical knowledge.

The Medical Wing is able to offer the Preparing to Teach in the Lifelong Learning Sector (PTLLS) programme, which is recognised by Lifelong Learning UK, the government approved standards body for the education sector. The qualification is defined as the minimum requirement for those wishing to deliver post 16 Education.

The HABC Level 3 Award in Preparing to Teach in the Lifelong Learning Sector (PTLLS) is aimed at those wanting to teach in the lifelong learning sector, or those already teaching within the sector who do not have the relevant qualifications.

All new teachers must gain a Licence to Practice at the start of their career. They have up to 6 months to achieve this from the date that they commence working in the profession.

The HABC Level 3 Award in Preparing to Teach in the Lifelong Learning Sector will provide an introductory programme for new teachers and confer a threshold licence to teach. Note that the threshold licence to teach allows learners to commence their professional development within the teaching profession. ●

For more information visit www.the-medical-wing.com.

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HHEMS

The Medical Wing's **Hostile/Hazardous Environment Medics (HHEMS)** course is designed to take the modern day close protection officer and those who plan to work in hostile environments to the level required. You are taught medical skills, which includes, rapid and thorough physical assessment, methods of stabilization and the confidence required to prepare a casualty for handover to Definitive Medical Care (DMC).

This medical course is designed by leading pre-hospital medical practitioners and seasoned close protection officers. The HHEMS course will prepare you for medical and trauma emergencies encountered in hostile and remote regions.

This course is awarded at BTEC Level 2, Tier 1 Medic, and is designed around the internationally recognised IHCD FPOS-I. This challenging 5 and a half day course is taught at our purpose built training centre in Oxfordshire or at a location of your choice. Within our renowned live scenario training you will be taught lifesaving extended skills.



HARM®
- NEW -
Hostile and Remote Medicine
Btec Level 3, Tier 2 Medic

HARM®

The Medical Wing announces its **NEW elite medical course, HARM – Hostile and Remote Medicine**. This course is IHCD Btec Level 3, Tier 2 Medic, and considered to be the most comprehensive Hostile and Remote medical course on the market.

Specifically designed to enable seasoned security and protection officers to further develop their medical trauma field skills, in Hostile and Remote regions.

This is a highly intensive and challenging training course delivered by experienced, dedicated hostile and remote medical practitioners.

This 10 day course comprises classroom based learning, 20 hours clinical placement, complemented with Hostile and Remote medical live scenarios.

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Transferable Skills in Close Protection

They say that being an infantry man doesn't give you many skills for a future life as a civilian. We all know that this isn't true but one area where that is indisputable is close protection.

Perseus Risk Management is an MoD approved ELC training provider. The company prides itself on delivering well-structured, up to date security training packages delivered by personnel who have unsurpassed and current 'ground truth' experience.

This experience has been gained through operating both at the very tip of the spear and at the strategic planning level, across the world's permissive and non-permissive environments. The company says it has unsurpassed experience in providing cross-spectrum risk consultancy and protection to high-value clients, including; Ministers, Diplomats, High-Ranking US Military Commanders, Engineers, Businessmen and Celebrities.

Training is provided at different levels but its prestigious Warwickshire based CP Elite 4 course is only open to ex-service personnel. It is a totally inclusive four week course which provides all the experience necessary to work in the close protection industry.

This has proven to be an invaluable arrangement, which to date, has seen well over 90 percent of students gain employment in hostile environments as a direct result, within three months of finishing the course, as positions become available.

Course participants earn the Industry standard CP and

Medical qualifications, along with the unique Level 4 HECP Professional Award, over 28 days of intensive learning on one course at the Perseus academy.

Upon completion, each candidate will have earned:

BTEC Level 3 in Close Protection Operations enabling them to apply for the front line SIA Badge.

BTEC Level 4 "Professional Award" in Hostile Environment CP Operations (unique to Perseus). This customised course is the ONLY one of its kind to be accredited at Level 4 on the National Qualifications Framework on the Circuit today.

First Person On the Scene – Intermediate. (The recognised industry standard Medical qualification).

This course is unsurpassed on the circuit and when booked, candidates will receive a £650 discount as opposed to attending each course individually.

All successful candidates will have interviews arranged for them with the HR Manager's of respected Private Security Company's (PSC's) upon course completion. The interviews usually take place at our academy, dependent on the availability of the respective HR Managers. All successful candidates will have interviews arranged for them with the HR Managers of respected Private Security Companies (PSC's) upon course completion. The interviews usually take place at our academy, dependent on the availability of the respective HR Managers.

Further information is available on website www.perseusrisk.com. Alternatively Telephone: **+44 (0) 203 358 0222** or **+44 (0) 781 542 3499**, Email: info@perseusrisk.com.

In order to obtain an SIA licence you will need to show that you are trained to the right level. This applies to front-line staff only. To get one of the qualifications linked to close protection licensing you will need to attend and take two training modules and take and pass an exam. The training should take 138 hours.

Wilplan Training, have been supporting those military personnel looking to make the transition into a civilian role within the security industry for almost ten years.

They provide a range of courses including close protection, advanced driving, firearms, maritime security, surveillance and medical qualifications including industry specific FPOSi, MIRA and REMIT.

The company are based in Lancashire and are fully approved by both ELCAS and CTP. Over the years they have tailored much their security training to meet the requirements of service leavers.

SECURE



They operate from their own dedicated and fully equipped training centre where they also offer free open days on a regular basis. As many service personnel travel from all over the UK to train with Wilplan they also offer hotel accommodation which meets the new standards set by the MoD for those who are training as part of their resettlement phase.

Richard Price of Colchester, a former WO1 in the Royal Horse Artillery, left the Army at the end of his service with many qualifications in leadership and management.

Although he was discharged a year ago he still regards himself as very much in a period of resettlement despite having successfully secured contracts in both Close Protection and Maritime. He initially attended the BTEC Level 3 Award in Close Protection Operations with the BTEC Level 2 Award in FPOSi since the Wilplan Close Protection courses are fully comprehensive training packages designed not only to meet statutory requirements for the Security Industry Authority (SIA) licence but will also equip you with the knowledge and skills needed to work successfully within this

demanding industry. Richard Price was impressed with the courses. He concluded: "The courses were very well structured. Objectives were clear as were the standards that had to be achieved. The knowledge and professionalism of the instructors and the administrative team at Wilplan was exceptional." The company have received many similar comments over the years from other satisfied students. Speaking on behalf of Wilplan, Managing Director Gary Williams explains: "We have an incredible team of instructors who are from a variety of backgrounds with their own areas of expertise. There is an assumption that everyone who leaves the military wants to move straight into Hostile Environment. Whilst our courses will more than equip you for that, and many of our service leavers do work on that type of contract, it also covers other areas of the industry that can be just as rewarding and lucrative. Even if you start off in Hostile Environment if another opportunity presents itself further down the line you want to ensure you're trained for that too. It's one of the reasons our packages are so flexible. We have optional Firearms, Maritime Security or Advanced Driving qualifications available with all our Close Protection courses. Wilplan have been training now almost ten years so we are well known on the circuit for producing well trained Close Protection, Maritime Security and Surveillance operatives. Lots of our students find themselves working on contracts with other Wilplan students and it's always great to hear their success stories.

Another specialist training organisation with wide experience of providing training in the security sector is Akuro who have stated; "Over the past couple of years the education and training industry has changed dramatically and has seen

the need for greater diversity and flexibility. With changes to government funding, the need to meet Ofsted criteria and the adaptability of the Qualifications and Credit Framework, it has never been a better time for service leavers to enter the training industry with a range of highly sort after qualifications and the knowledge and understanding to apply current theories of teaching and training.

Established in 2005, Akuro Limited is a market leader in the provision of education and training in security qualifications, teacher/assessor training and first aid. Akuro's training courses are tailored to meet the individual needs of learners with differentiated learning strategies that ensure high levels of achievement. With an ex-military training team that is dedicated, specialised and experienced in the areas they teach, learners attending our courses not only gain the required qualifications for employment, but the knowledge and understanding to use their newly gained skills effectively. Akuro strives to promote an enjoyable, professional and learner centred environment, where success come naturally, an ethos that has seen 98% success rate in learner achievement and job outcomes.

Akuro's current suit of courses offers a range of qualifications with freelance and full time employment opportunities. Whether you are looking to teach in a college or private training provider, the qualifications below will offer you not just the opportunity to deliver qualifications, but offer potential employers a partnership with full centre accreditation and certification direct claim status.

Akuro is a preferred provider of the Career Transition Partnership and the Enhanced Credit Learning Scheme, and have been advising forces personnel on their best route to maximize available funding and career potential. Akuro is in partnership with two mainstream FE Colleges and have access to Skills Funding Agency funding and further education and training opportunities." ●

"The courses were very well structured. Objectives were clear as were the standards that had to be achieved. The knowledge and professionalism of the instructors and the administrative team at Wilplan was exceptional."

For more information on available courses, funding or job opportunities, please visit our website: www.akuro.co.uk or call a member of our team on **01377 257222**.



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The Level 3 Certificate in Close Protection provides the learner with the knowledge and understanding to ensure provision of a professional level of service as a close protection operative and to address the licensing requirements in an SIA regulated, operational environment.

Typical units covered in the course include:-

- Surveillance Awareness
- Close protection teamwork
- Route selection
- Reconnaissance
- Operational planning
- Foot techniques
- Incidents and dilemmas
- Threat and risk assessments
- Communication and conflict management skills
- Interpersonal skills

- Level 3 Security Specialist Instructor (Including membership with the Akuro Association of Training which allows you to train and certificate through Akuro Limited)
- Level 4 Certificate in Teaching in the Lifelong Learning Sector
- Level 4 Certificate in Education and Training (from December 2013)

- Level 3 Award in Preparing to Teach in the Lifelong Learning Sector
- Level 3 Award in Education and Training (from September 2013)
- Level 3 Certificate in Assessing Vocational Achievement
- Level 3 Award in First Aid at Work
- Level 2 Award in Door Supervision
- Level 2 award in Security Guarding

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Wilplan Training Ltd.



SECURITY INDUSTRY TRAINING

Close Protection Training

BTEC Level 3 Award in Close Protection Operations. 21 Day Fully Residential course that includes Firearms and BTEC Level 2 FPOSi with tactical medicine. Plus optional Level 3 Maritime Security Operative, Advanced Driving with RoSPA or Firearms Training

Surveillance and Professional Investigations

Intense Training in Covert Surveillance and Investigations. This BTEC Level 3 in Foot & Mobile Surveillance can also be combined with BTEC Level 3 RoSPA and Advanced Driving and the new Level 3 Award for Professional Investigators.

Maritime Security Officer (MSO) Training

The new Level 3 City & Guilds (8269) for Maritime Security Operatives is available now! In addition we also offer other MSO related training including the STCW95, FPOSi, MIRA and Firearms Training.

Advanced Driver Training

This Level 3 course including RoSPA certification is designed around the needs for security driving, close protection and surveillance operations. Often combined with the Level 3 Foot & Mobile Surveillance and Professional Investigators qualifications.

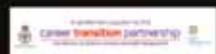
Medical Training

We offer a selection of medical training and qualifications which include First Aid at Work, First Person on Scene Intermediate (FPOSi) plus Level 4 Medicine in Remote Areas (MIRA) with Responding to Emergency Medical Incidents & Trauma (REMIT) qualifications.

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Enhanced Learning Credit Scheme

The MoD's Enhanced Learning Credits Scheme (ELC) is an initiative to promote lifelong learning amongst members of the Armed Forces.

The ELC scheme provides financial support in the form of a single up-front payment in each of a maximum of three separate financial years. You are reminded that ELC funding is only available for pursuit of higher level learning i.e. for courses that result in a nationally recognised qualification at Level three or above on the National Qualifications Framework (NQF) (England and Wales), a Level six or above on the Scottish Credit and Qualifications Framework (SCQF) or, if pursued overseas, an approved international equivalent qualification.

As such you must ensure that you are able to demonstrate the level of the course to your Education Staff / Single Service Representative when asking them to authorise your claim.

There are several stages to the ELC process. Full information is set out in Joint Service Publications (JSP) 898 Part 4, Chapter 3 - The Enhanced Learning Credit Scheme: The Sponsorship of Service Personnel for Personal Development.

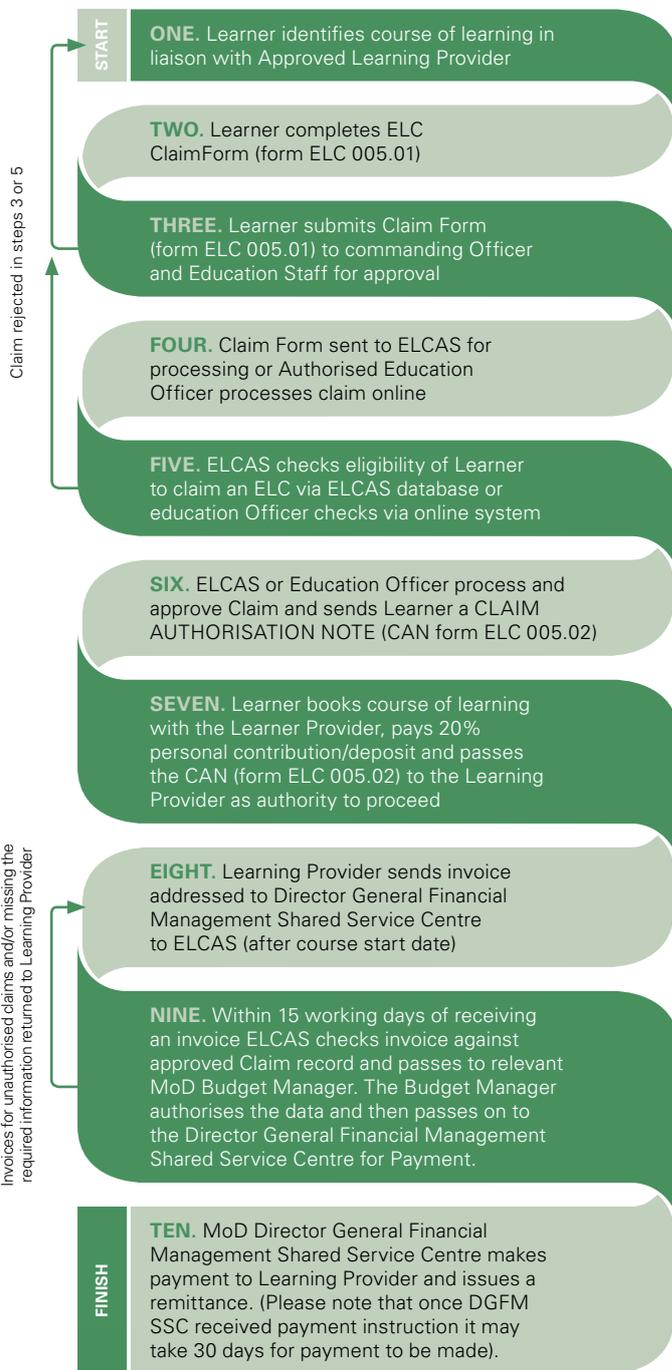
Have a look at the claim procedure flow chart (right) to the JSP.

- a sufficient amount of service before you can submit a claim
- Then you must select a relevant course ensuring that it meets the higher level learning criteria (level three or above) and an Approved ELC Provider
- Thirdly, you must complete and submit an ELC claim, approved by an authorised Education Staff if you are in service or your Single Service Representative if you are out of service. For further details regarding claiming out of service, ex-service personnel should visit www.enhancedlearningcredits.com/claiming/ex-service%20personnel/
- Finally you must complete your Course Evaluation Form via the website. Please note that further claims cannot be processed until evaluation forms are received for all previous courses (even those still underway).

The Enhanced Learning Credits Administration Service (ELCAS) provide the administrative support for the ELC Scheme. Education Staff and Single Service Representative are responsible for approval of both ELC Application and Claims. ●

- First you must register to become a Scheme Member and accrue

Claim Process Followed by Learners & Learning Providers



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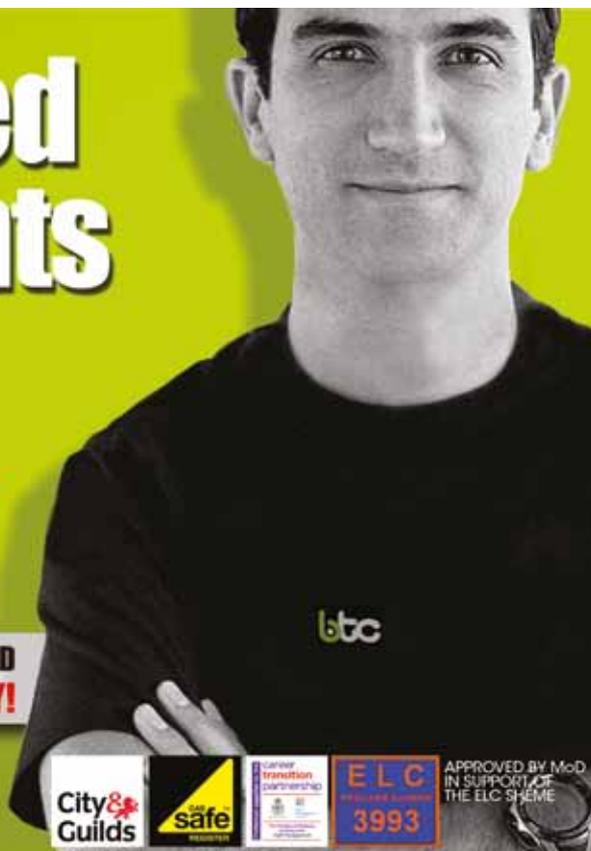
So, if you're considering a new career, as a fully qualified gas engineer, you need to speak to us *first*.

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CareerMaster4Military helps all military veterans, forces personnel in transition and military spouses to successfully tackle today's competitive jobs market and get ahead of the competition – fast!

Our aim is to help you to transform your transition and find your way easily through the job search maze. We offer:

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- **Interview Skills** – giving you the confidence to nail those interviews!

Our military CV packages are very popular! We have just launched the **Personal Transition Tool-Kit** and **Executive Career Transition Programme**, receiving some excellent feedback from our clients so far.

Founder, Sian Richardson is a former military spouse with first hand experience of the challenges faced in military life. Sian also has extensive experience in the commercial civilian sector as a Recruitment Specialist and HR Manager. Our small team of expert consultants are experienced in all aspects of recruitment, HR, training and career coaching.

Contact us TODAY

www.CareerMaster4Military.co.uk

How to Apply

To join the ELC scheme you must complete and submit an application form either in your first twelve months from enlistment or in the window between eight and eight and a half years from enlistment.

Applications are not permitted at any other time. Application forms must arrive with ELCAS within one calendar month of the end of your chosen registration window. Personnel with interrupted Service must complete and submit a non-continuous service form with their registration. This may include time spent as Full Time Reserve Service personnel and Non Regular Permanent Staff.

ACCUMULATING ELIGIBLE SERVICE

ELCs are available in two tiers: You must accumulate four years of eligible service to claim the Lower Tier (80% of the fees, up to a maximum of £1,000 per claim instalment) and eight years eligible service to claim the Higher Tier (80% of the fees, up to a maximum of £2,000 per claim instalment). Each eligible claimant may make a total of three claims.

These may include claims in both the lower and higher tier but not exceed three claims in total. Only one claim may be made for learning activities commencing in any one financial year.

Only service accumulated since 1st April 2000 may be counted as eligible service for the purposes of the ELC scheme. It is worth noting that eligible service must be completed before a claim can be made, i.e the claim form must be signed after the service is completed.

(For those registering to join the scheme in the six month window between the eight and eight and a half year point, eligible service will only be accumulated from the eight year point (i.e you must complete 12 years service before being able to claim at the lower tier (up to £1,000 per claim instalment)). ●



How to C

Before registering for any learning activity serving personnel must get authorisation from their line manager (part four of the claim form) and Education Staff (part five) to ensure that their chosen course meets the MoD requirements for ELC funding.

Ex-Service personnel must get authorisation at part five of the claim form from their Single Service Representative (www.enhancedlearningcredits.com/Claiming/Ex-service%20Personnel). There are several factors to consider:

TIP ONE

You must fully research both the Provider that you choose and the course that you wish to study. *TOP TIP: Please note that providers may move on and off the approved list and so it is advisable to check your provider is approved before you undertake any claim.*

TIP TWO

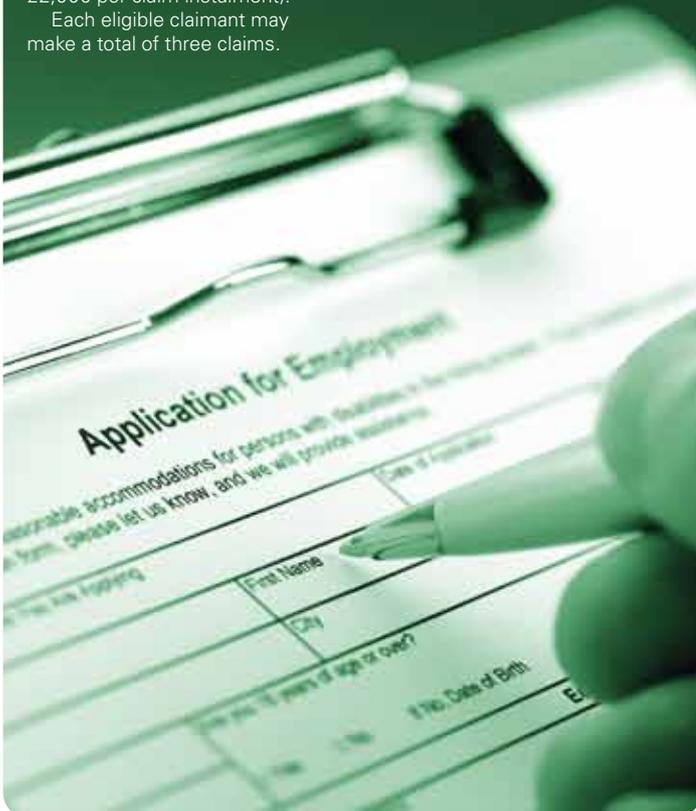
ELC funding is only available for courses that result in a Nationally Recognised Qualification at level three or above on the National Qualification Framework or level six or

above on the Scottish Credit and Qualifications Framework. Just because an organisation is listed as an Approved Provider does not mean that all of their courses are of the required level.

TOP TIP: A list of the references to help with course level research may be found on our useful contacts page under the claiming tab. You must refer to the Joint Service Publications (JSP) 898 Part 4, Chapter 3 - The Enhanced Learning Credit Scheme: The Sponsorship of Service Personnel for Personal Development and your Education Staff for guidance with regard to eligible activities.

TIP THREE

You must present your Claim Authorisation Note (CAN) to your chosen Provider before your course start date. If for any reason you do not undertake the course you must submit a request to cancel/reinstate the claim. Failure to do so may result in the loss of Scheme Membership, which



Images: Brian A Jackson, Andresr, www.shutterstock.com

Claim

will prevent any future claims.

TOP TIP: Keep a copy of your CAN as you will need the reference numbers for completing your evaluation form.

TIP FOUR

Requests to cancel claims must be authorised by your Educational Officer and then the Single Service Representative and as such you must ensure that you fully research the course and the requirements prior to submitting a claim for ELC funding. Claimants need to be aware of the implications of cancelling or withdrawing from a course of study funded by ELC. Always consult Education Staff before doing either in the first instance, as it can have a serious effect on future ELC eligibility. (See cancellation/reinstatement section).

TIP FIVE

For all claimants in Service the proposed learning activity must be of benefit to the Service. Applicants are required to demonstrate that their proposed course of study is as a result of careful planning (use Personal Development Records).

TIP SIX

You must make a personal contribution of at least 20% towards the total course cost. You will also be responsible for any costs associated with food, accommodation, course books, material, travel and subsistence. Learners are to meet the cost of their minimum 20% personal contribution

from their own resources.

BE AWARE: MoD rules strictly forbid the acceptance of inducements or incentives from providers including subsidies, free accommodation, travel and equipment. Learners who breach these rules risk forfeiting their ELC membership.

TIP SEVEN

If you are making a second or third claim you must first ensure that you have completed the Evaluation Form via the website for all previous courses funded using ELC. You must also provide documentary evidence to demonstrate that you have completed previous courses to your Education Staff / Single Service Representative.

TOP TIP: MoD and ELCAS rely on accurate completion of evaluation forms to help us assess Learning Provider performance. Please help your fellow claimants to access the best possible learning provision by providing timely and accurate evaluation feedback.

TIP EIGHT

If undertaking courses in quick succession it may be necessary to submit a claim for a second or third course before the previous course has ended. In these cases the Course Evaluation Form can be submitted when you have completed enough study to effectively evaluate the Provider.

TIP NINE

If your course is split into modules, list each module you are claiming for. However, for longer courses of study such as degree level, where the academic year is out of synch with the financial year, it is permissible to use one claim for several modules which count towards a continuous and recognised block of study which may extend into or start in the next financial year.

TOP TIP: You must refer to the Joint Service Publications (JSP) 898 Part 4, Chapter 3 - The Enhanced Learning Credit Scheme: The Sponsorship of Service Personnel for Personal Development.

TIP TEN

Retrospective ELC claims are not permitted. Claim forms must be received by ELCAS at least 15 clear working days prior to the course start date. You must ensure that you have enough time to receive the Claim Authorisation Note to present to your chosen provider before the course starts. (Please note that for courses with Open University the CAN must be presented to them by the final course registration date). You should not set up a loan/credit agreement for the full cost of the course under any circumstances. ●

Ex Service Personnel

Please note this page contains the guidance notes for claimants who are no longer in Service, please ensure you read the Claiming ELC only page of the website.

Once eligible to claim you may submit a claim up until ten years after you leave the service. Personnel who are still in Service, and/or in their resettlement phase, should refer to their Education Staff and the guidance on the Claiming ELC only page of the website.

As a service leaver you may be eligible to claim under the Joint Funding Initiative (PF FE/HE Scheme). For full details and to check the eligibility rules please visit the website.

PROCEDURE FOR CLAIMANTS NO LONGER IN SERVICE

Please note that the following information must be submitted via post to your Single Service Representative a minimum of 25 working days prior to your course start date/registration date:

- Fully completed claim form (section 1, 2 and 3) – provided as single-sided pages submitted via post unless residing overseas
- Evidence of your last day of Service which can be one of the following:- copy of your discharge document, copy of P45 terminating

employment, document stamped by regiment confirming leaving date

- A copy of your driving licence or passport
- A copy of a utility bill showing your home address
- Full information about the course that you wish to undertake to include details of your registration date where applicable
- A copy of your Acknowledgment of Scheme Membership
- A letter explaining how your chosen course of study will contribute towards personal development
- Completion and submission of course evaluation form for all previous ELC funded courses
- RAF Personnel can request a copy of their discharge document from the RAF Disclosures team at www.raf.mod.uk/links/contacts.cfm
- Army Personnel can request details of discharge dates from the Army Personnel Centre – phone number **0845 6009663**

Remember! If you are submitting your second or third claim you must complete your previous claim evaluation form. You can do this online now. ●

Single Service Representatives

Personnel should only contact their Single Service Representative (SSR) if they have been unable to find the answer to their query on the website and the FAQs page.

AMENDING, CANCELLING & REINSTATING A CLAIM

All Learners wishing to withdraw from their chosen learning activity should contact their Education staff. Single Service procedures and Notes for Guidance must be referred to. Learners are reminded that re-instatement of an ELC instalment is only permitted for those who have to withdraw from a course of study because of operational or compassionate circumstances. Further details can be found at paragraph 28 & 29 of JSP 898 Part 4 Chpt 3.

What is not acceptable for consideration of re-instatement of an ELC instalment is where an individual has started a course and failed

to carry the learning through to completion because either the course did not meet their expectation or they simply gave up through lack of commitment.

Scheme members who request a reinstatement under such circumstances risk forfeiting their ELC instalment and membership eligibility of the ELC scheme. If

ELCAS has already generated a payment file for the learning activity then the Learner should follow the Single Service reinstatement procedure NOT the cancellation procedure. Outlines of these procedures along with the necessary forms are available through the links from this page. ●

LEARNERS WISHING TO AMEND THEIR CLAIM DETAILS SHOULD FOLLOW THE GUIDANCE BELOW:

CHANGE OF DETAILS	PROCESS TO FOLLOW
Change of course start date <i>(up to three months)</i>	Amendment
Change of course start date <i>(greater than three months)</i>	Cancellation/Reinstatement
Change of course end date	Ed Staff/Line Manager to agree. ELCAS do not need to be informed
Change of course costs <i>(total, ELC grant or contribution value)</i>	Amendment
Change of course costs from lower tier to higher tier <i>(claim form signed prior to claimant becoming eligible at higher tier rate)</i>	Cancellation
Addition or Deletion of a module from an overall course <i>(only to be permitted where resultant course still fulfils eligibility criteria)</i>	Amendment
Change of course	Cancellation/Reinstatement
Change of Provider	Cancellation/Reinstatement
Change of course code	Amendment

N.B All amendments must be received by ELCAS in writing (email, fax or letter) from a member of Education Staff who is authorised to sign off claims.



Choose Your Provider

A key stage of making a claim is choosing a suitable learning activity and Provider.

Your chosen organisation must be an ELC Approved Provider. For claims including an element of PF FEHE funding your



Using Learning Provider

chosen organisation must also be a PF FEHE approved provider. Use only the comprehensive list of Approved Providers available via the search engine.

The easiest way to identify a suitable provider is to use the search filters available, using these results you can then either refine your search to take into account other factors or you can explore the individual provider websites through the links provided. This search engine facility also allows searches for PF FEHE approved providers, Approved Learning Providers by name, The Geographic Area, Course Title, and/or Delivery Method. Please note that when searching for Learning Providers offering distance learning you should not search by geographic location. ●



POINTS TO NOTE WHEN BOOKING YOUR COURSE

- It is important that you do not set up a loan/ credit agreement for the full fee amount under any circumstances. You must not pay any money to the Provider before you receive your Claim Authorisation Note (CAN).
- Learning Providers should not request payment for either the ELC portion of the fee or the PF FEHE portion of the fee from you directly. The Learning Provider will invoice DGFM separately for this.
- Please note that although the Learning Provider as an organisation may be approved you must still ensure that the specific course has been approved by MoD. The course must also appear on the Provider's course listing on the ELCAS website Learning Provider Search Engine. (ELCs may only be claimed for learning which results in a nationally recognised qualification at Level three or above on the National Qualifications Framework (NQF) (England and Wales), a Level six or above on the Scottish Credit and Qualifications Framework (SCQF) or, if pursued overseas, an approved international equivalent qualification.) Publicly funded providers may offer any publicly funded course provision at the required levels and may provide a link to their prospectus in lieu of a course listing. Please see PF FEHE page for rules regarding eligible learning in respect of this funding element.
- If you are not happy that your chosen Learning Provider is following the ELC scheme policies please detail your complaint in writing via your Education Staff or Single Service Representative.

Evaluation Form

Part of our process to ensure continuous improvement and consistency throughout all aspects of the Enhanced Learning Credits Scheme, aspects of Learning Provider service provision will be evaluated.

If this is not your first ELC claim you must submit an evaluation form before going on to complete your next claim.

Evaluation Forms should be completed within 12 weeks of the course finish date. If you require your Claim Authorisation Note (CAN) number and Learning Provider code then please contact the ELCAS helpline.

When entering your date of birth please ensure you enter it in the format shown DD/MM/YYYY. ●



Useful Contacts & Links

- Claimants no longer in Service should refer to their Single Service Representative (details below) in place of an Education Officer/Centre.
- All questions or issues with regard to the ELC Scheme policy or procedures should be presented to your Education Officer/Centre.
- To check scheme policy you should refer to the Joint Service Publications (JSP) 898 Part 4, Chapter 3 - The Enhanced Learning Credit Scheme: The Sponsorship of Service Personnel for Personal Development.

ELCAS CONTACT DETAILS

ELCAS, Security House, Alexandra Way, Ashchurch, Tewkesbury, Gloucestershire GL20 8NB
Email: elcas@uk.g4s.com

Useful sites for checking that a learning activity is at Level 3 on the Qualifications and Credit Framework:
www.qcda.gov.uk/

YOU MAY ALSO REFER TO:

- The National Academic Recognition Centre for the United Kingdom (UK NARIC)
- Universities and Colleges Admissions Service (UCAS) Directory.

How Do I Make a Claim?

Firstly read the Joint Service Publication (JSP) 898 Part 4 Chapter 7 and ensure you meet the eligibility criteria.

- Download the PF FE/HE claim from the 'Specific Downloads' section - only this version can be used. Any other replicated form will be rejected.
- Check the ELCAS database of approved PF FE/HE providers – Publicly Funded FE/HE providers for the purpose of this support will be highlighted and ensure the chosen course is designated for student support.
- If you are a service leaver please ensure you send the required documents with your PF FE/HE claim form which can be found on the ex-service page of the website along with your SSR's address.
- If wishing to use a new provider ensure they will be eligible to participate in this scheme (they must deliver Publicly Funded FE/HE) and ask them to apply for approved provider status as per the information on the Providers page of the ELC website.
- As with the current ELC scheme – try not to leave everything to the last minute. Allow time for any new providers to be accepted onto the scheme. Once accepted you can submit your application. Allow at least eight weeks to go through this process – more if possible.

Leaving it too close to the wire may result in your application not being processed in time for the start of your course

If you have any questions with regards to the above then please discuss with your educational adviser or Single Service Representative.

CLAIMANTS PLEASE NOTE: YOU ARE REQUIRED TO SUBMIT A CLAIM FOR EACH ACADEMIC YEAR OF THE COURSE. ONLY ONE YEAR OF STUDY SHOULD BE ENTERED ONTO EACH CLAIM FORM

- Please ensure you update the Retirement/Last Day of Service date via the 'Update Member Details' screen before processing a claim. Incorrect dates may affect the recorded eligibility ie. low or higher tier and may result in incorrect claim validation. The retirement date field is greyed out as you cannot type in the field however to amend the retirement date, you should click on the calendar icon. If you click on the date, eg August 2010, you will be able to bring up the year, eg 2010 and you will be able to choose the month. If you click again on the year it will bring up a range of years. You are able to scroll left and right in order to bring up the correct year. Click on the year that you

require, then the month and then the day.

- If you refer a claim to ELCAS and you intend to print the CAN once the query is resolved, please confirm this in the referral.
- Please be aware that currently the 15 day ruling remains in place for all claims and the online claims system validation reflects this ruling. If you have a valid request for an override it will therefore be necessary to refer to your Single Service Representative in the usual way.
- You may access the user guide via the question mark icon in the right hand corner of each page.
- Non-continuous service may be added via the claim function however it is essential that the dates are entered correctly to ensure that the system calculates the correctly claiming eligibility. Please contact ELCAS if you have a query in this respect. ●

Eligibility Rules

IN ORDER TO TAKE ADVANTAGE OF THE SUPPORT CLAIMANTS MUST:

- Have completed four years full-time service
- Previously joined the Enhanced Learning Credit (ELC) scheme and completed at least four years qualifying scheme membership
- Only apply for a first eligible FE/HE qualification at the level for which they are academically qualified to enter learning on leaving the Service

- Have left the Service or entered their qualifying resettlement phase on or after 17th July 2008
- Meet UK's residency requirements to qualify for full state subsidy
- Be undertaking at least the equivalent of 50% of a full time course
- Undertake learning with an approved provider listed on the ELCAS database as a PF FE/HE provider and ensure the chosen course is designated for student support
- Personnel (who have passed out

of Phase 2 training into operational service) are not required to meet the four year qualifying time if they are medically discharged from Service. They are still required to have registered for ELC scheme membership.

QUALIFICATION LEVEL

This commitment will provide access, free from tuition fees, for your:

- First Level three or national equivalent. This refers to a first full Level three i.e. the achievement

of two GCE A levels (A2) (passes at A-E) or vocational equivalent as defined by the National Qualifications Framework (NQF) or the Qualifications and Credit Framework (QCF) (England and Wales); or in Scotland a Level six qualification (SVQ Level three on the Scottish Credit and Qualifications Framework (SCQF).

- Or a first foundation degree or first full undergraduate degree or national equivalent. Typically to be eligible for this support, the higher education qualifications

would be at levels four-six of the Framework for Higher Education and Qualifications in England, Wales and Northern Ireland (FHEQ) eg: a first undergraduate degree (including foundation degree) or Higher National Certificate or Diploma for which the entry qualification is lower than a degree and which normally takes place at a publicly funded institution.

- In Scotland the equivalent qualification is a Higher National Certificate (HNC), Higher National Diploma (HND)

or a first undergraduate degree, undertaken at a further education college (FE college) or a higher education institution (HEI). ●

Information for this article as given on the official ELCAS website www.enhancedlearningcredits.com please refer to the website for any future updates.



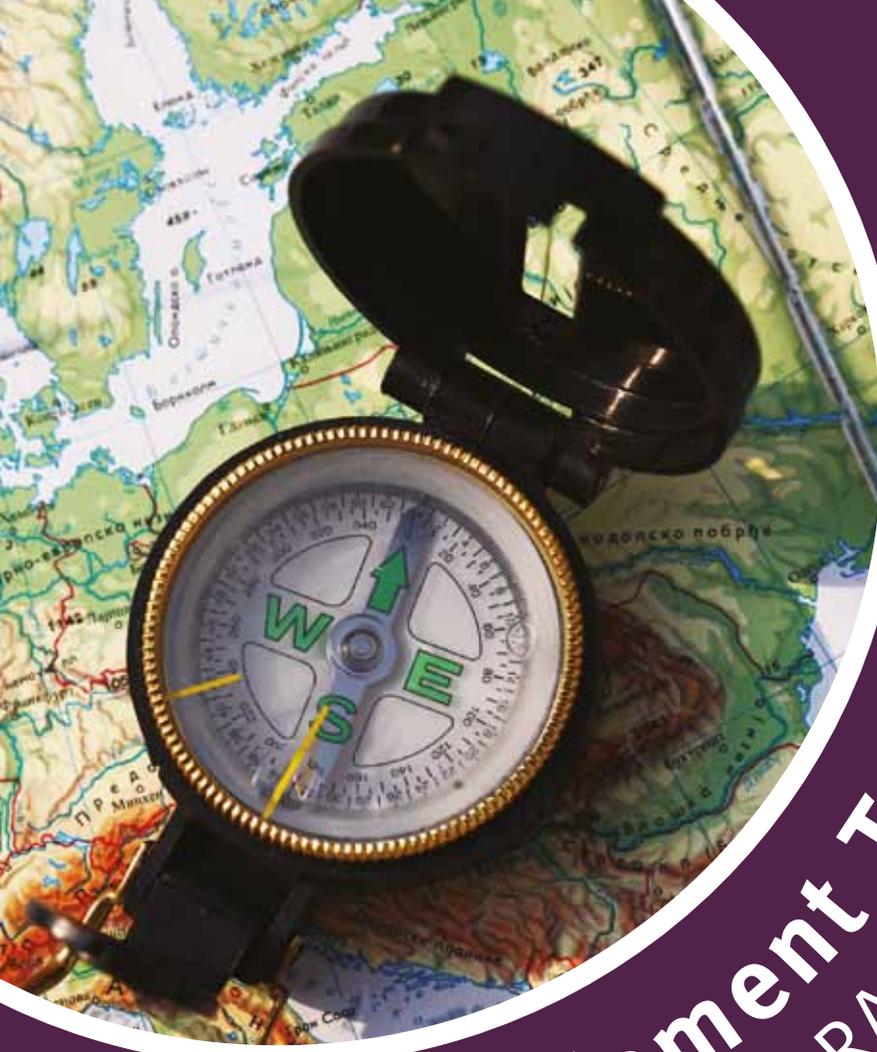
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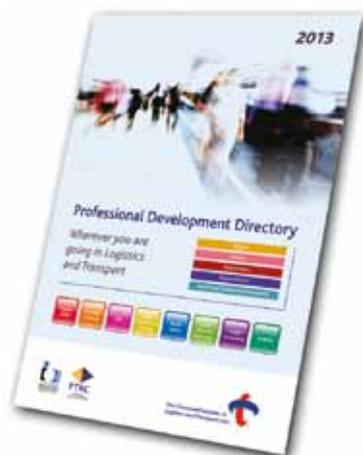
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