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| **Association of Electoral Administrators**  Qualification – Application to Register for the Diploma (2024 Intake) | A picture containing drawing, clock  Description automatically generated |

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| This form must be submitted to AEAQualifications@sunderland.gov.uk no later than 1 October 2024 |

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| Forename(s) | |  | | | | | | | Title | |  |
| Surname | |  | | | Date of birth | | | |  | | |
| Home address | |  | | | | | | | | | |
| Office email | |  | | | | | | | | | |
| Home email | |  | | | | | | | | | |
| Mobile | |  | | Office phone | | |  | | | | |
| AEA membership number | | | |  | | | | | | | |
| Year in which awarded the AEA Certificate | | | | | | |  | | | | |
| Employer | |  | | | | | | | | | |
| Post title | |  | | | | | | | | | |
| Description of changes in duties since being awarded the AEA certificate (if any) and any other relevant information that will support your application: | | | | | | | | | | | |
| *… continue overleaf (if necessary)* | | | | | | | | | | | |
|  | *… continued from overleaf (if necessary)* | | | | | | | | | | |
| **DECLARATION –** I apply to register for the AEA Diploma in Electoral Administration. I certify that the information given in this application is true. I confirm that I have read the AEA Qualification Rules. I understand I am responsible for compliance with the Rules, preparing for the Qualification under my own arrangements, undertaking such preparation and study as required and being and remaining a member of the AEA. | | | | | | | | | | | |
| Signature | |  | | | | Date | |  | | | |
| **SUPPORTING STATEMENT –** I confirm that the named-applicant has the support of their employer to undertake the AEA Diploma in Electoral Administration. | | | | | | | | | | | |
| Signature | |  | | | | Date | |  | | | |
| Name and position | | |  | | | | | | | | |
| **FEES TO BE INVOICED** (tick appropriate boxes)[[1]](#footnote-1) | | | | | | | | | | | |
| * Registration | | | | | £1,030.99 | | | | |  | |
| * Dissertation | | | | | £502.95 | | | | |  | |
| * Examinations (two @ £408.03 each) | | | | | £816.06 | | | | |  | |
| Enter total | | | | | | | | | |  | |
| Enter purchase order number (if appropriate) | | | | | |  | | | | | |

1. You will be invoiced for the fees you have indicated above. This must include at the least the registration fees. All fees are subject to VAT. [↑](#footnote-ref-1)