

## Learner Support – Eligibility Form

Most recent update: 02 April 2025

This form provides the auditable evidence that a learner requires additional support on the basis of having a disability and/or learning difficulty, over and above general course support. This additional support is in order to meet a learner's needs by making reasonable adjustments in line with the Equality Act 2010.

**Tutor to complete and submit to Local Authority**

Partner provider		Assessment undertaken by		
Assessor telephone		Assessor email address		
Date of assessment		Project code		
Learner name		Learner date of birth		
Course title		Course dates	Start	End

Learning Support funding can be claimed for learners that have a learning difficulty or disability, to pay for the cost of reasonable adjustments to the classroom or learning programme. Examples of reasonable adjustments could include extra help in the classroom or additional resources in the classroom such as specific software/screen eg to support visual impairment.

Learning support needs identified at Initial Assessment were as follows:

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Please identify the category that best matches the learner's disability of learning difficulty  
*please tick all that apply*

Visual impairment	<input type="checkbox"/>	Hearing impairment	<input type="checkbox"/>
Disability affecting mobility	<input type="checkbox"/>	Profound complex disabilities	<input type="checkbox"/>
Severe learning difficulty	<input type="checkbox"/>	Moderate learning difficulty	<input type="checkbox"/>
Autism spectrum disorder	<input type="checkbox"/>	Asperger's syndrome	<input type="checkbox"/>
Mental health difficulty	<input type="checkbox"/>	Social and emotional difficulties	<input type="checkbox"/>
Dyslexia	<input type="checkbox"/>	Dyscalculia	<input type="checkbox"/>
Speech, language and communication needs	<input type="checkbox"/>		<input type="checkbox"/>

Other conditions <i>Please provide details below</i>			
Other physical disability		Other specific learning disability	
Other disability		Other learning difficulty	
Other medical condition		Temporary disability after illness or accident	

What reasonable adjustment do you need to make? – tick as many as apply			
The learner would benefit from:			
Extra tutor support		Learning assistant/mentor support	
Adaptive resources/technology		Deafness support e.g. signer	
Other <i>please provide details below</i>			

<p>I confirm that the learner named above has been assessed for learning support needs that are over and above 'everyday difficulties not associated with the learner's learning on their programme'. This is learning support that is over and above that provided in a standard learning programme which leads to their primary learning goal. I will immediately inform the Local Authority Skills and Employment team if this support is no longer required at any point during the duration of this course.</p>			
Tutor signature		Date	

Please include a detailed breakdown of funding required to support the learner named above NB You will be required to provide evidence of spend when invoicing the council			
Total cost	£		
Contract manager signature		Date	

CW&C Skills and Employment – admin use only					
Amount claimed via ILR/claim system		Date from:		Date to:	
Signature of LA approver					
Name		Role			