



### DofE Participant NEW/DIRECT Enrolment Form

Please print clearly in CAPITALS or type your details in. You must complete all of the questions.

West Sussex Scouts DofE Group:	<b>It is important that you ensure your ADDRESS &amp; POSTCODE ONLINE is correct as your Welcome Pack is posted directly to you from DofE.</b>
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**DofE level:**

Bronze <input type="checkbox"/>	Direct Silver <input type="checkbox"/>	Direct Gold <input type="checkbox"/>
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**Personal details:**

First name:	Last name:
Date of birth:        /        /	Primary language English <input type="checkbox"/> Welsh <input type="checkbox"/> Other <input type="checkbox"/>
Email address:	
Date you wish to start your DofE programme if known (enrolment date):        /        /	

Please return form with payment for £27.00 for Bronze/Silver or £34.00 for Gold (£2.00 has been added to cover admin costs) Electronic Payment– CAF bank Limited West Sussex Scout Council ACC No 00007195 – Sort Code 40 - 52 – 40.

Please note this form is to be emailed only to [countyoffice@westsussexscouts.org.uk](mailto:countyoffice@westsussexscouts.org.uk)

**\*Declaration:**

I agree to enrol as a participant on a DofE programme. I understand that I will be managing my programme using the online eDofE system. I acknowledge that this system has a set of terms and conditions that I agree to. These terms and conditions are available at [www.eDofE.org](http://www.eDofE.org)

Print Name	Date	Email address/Signature
	/ /	

*If completing electronically please insert email address instead of signature*

**\*Consent to enrol from parent or guardian (if applicant is under 18 years old).**

I agree to my son / daughter / ward doing a DofE programme. I note that it is my responsibility to check that any activity my son / daughter / ward undertakes for their DofE programme is appropriately managed and insured, unless the activity is directly managed or organised by their DofE group, centre or Licensed Organisation.

Print Name	Date	Email address/Signature
	/ /	

*If completing electronically please insert email address instead of signature*



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### Note:

Your eDofE username and password will be sent to your personal email address

When you first sign in to eDofE you will be asked to record some personal details such as your contact details, ethnicity and personal circumstances along with details of any medical needs you may have. This data is used to enable your Leaders to support you doing your DofE programme and for the DofE's statistical and reporting purposes. You will always have a 'prefer not to say' option.

Data supplied on this form and in eDofE and information about DofE activities recorded in eDofE will be used by the DofE Charity, the Licensed Organisation and DofE centre to monitor and manage DofE participation and progress by young people and manage and support Leaders.

The DofE Charity will use personal data to communicate useful and relevant information to either help participants complete a DofE programme, Leaders/LOs to run DofE programmes more effectively or help the DofE Charity to improve the quality and breadth of its programmes.

We also send emails that contain information about the Charity, DofE negotiated privileged discounts and invites to events and other activities however if you would like to receive these emails you will need to opt in. Once you have opted-in to this you can opt out at any time by visiting [www.dofe.org/preferences](http://www.dofe.org/preferences), or clicking the unsubscribe link that can be found at the bottom of all non-programme related email.

Data collected on this form will be used to enable electronic registration with DofE. This data will not be used for any other purpose. Electronic data will be retained for as long as the person is enrolled in the DofE scheme. As soon as the person is registered the data is no longer controlled by TSA and will be controlled by DofE. This paper record will be retained for a period of no more than 6 months and then destroyed. The only reason for this retention is to assist with any admin queries.

### For County use only

Registered on eDofE	/ /	Username	
Start Date	/ /	User ID number	
Participant Fee Received	Yes <input type="checkbox"/> No <input type="checkbox"/>	Initial Password	