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| Levy Transfer Expression of Interest Form |

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| Employers who pay the apprenticeship levy and have unused apprenticeship funds can transfer a maximum amount of 25% of their annual funds to as many employers as they choose.  Please indicate on the form below if you wish to transfer or receive levy funding.  Full guidance can be found here: <https://www.gov.uk/guidance/transferring-apprenticeship-service-funds> |

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| Your Details | |
| **Employer Name:** |  |
| **Contact Name:** |  |
| **Contact Job Title:** |  |
| **Address:** |  |
| **Email:** |  |
| **Telephone:** |  |

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| **I wish to gift funds:**  (Please complete the section titled ‘Funds Transferees’)  **I wish to receive funds:**  (Please complete the section titled ‘Funds Recipients’) |

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| Funds Transferees | |
| **Transfer Amount per Year:** | £ |
| **Comments:** | |

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| Funds Recipients | |
| **Transfer Amount Requested (course cost):**  This information will have been provided by the training provider. Alternatively, please see [here](https://haso.skillsforhealth.org.uk/standards/) for more information on max funding for each apprenticeship standard.  For a ‘top up’ please amend the amount requested to reflect this. | £ |
| **Have you received a levy transfer previously?** | Yes:  No: |
| **Apprenticeship Service account setup?**  Please see our Apprenticeship Funding Guide for information on how to set up a DAS account. | Yes:  No:  DAS Account no:  Registered name of account: |
| **Apprenticeship Standard (course type) desired:**  Please state if this is a ‘top up’  Please see [here](https://www.instituteforapprenticeships.org/apprenticeship-standards/) for more details on apprenticeship standards |  |
| **Number of Apprentice(s):** |  |
| **Name(s) of Apprentice(s):**  **Apprentice Email address:**  **Age of apprentice:** |  |
| **Planned Start Date(s):** |  |
| **Planned End Date(s):** |  |
| **Preferred Training Provider(s):** |  |
| **Training Provider/University place confirmed?** | Yes:  No: |
| **Comments:** | |

**Please return form to** [**LevyTransfer.NW@hee.nhs.uk**](mailto:LevyTransfer.north@hee.nhs.uk)