

To be completed where a sponsor (eg your employer,
the job centre etc) will be paying your fee's.



Authority to invoice fees

Please complete one per student

(Unless subject to a statement of arrangement)

To be completed by Employer / Sponsor

Please bring the completed form to your enrolment session or send to the Lakes College Finance Department

Please complete in block capitals and black ink

Full name of student

Course Fees

Course Title

(Please contact us if not known or see the college web site at www.lcwc.ac.uk)

Name and address of Employer/Sponsor

Official Company Stamp (or attach letter head)

Payer details

For the attention of

E Mail Address

Telephone number

Invoice to be sent to (if different from above)

1. I/we agree to be responsible for the payment of all course fees, as outlined in College literature, for the session 2022/23
2. I understand that fees are due within 30 days of invoice and undertake to make payment within this timescale.

PO/ Service entry number where applicable

Signature

Name

Date

Position held

Should the employee leave my employment or cease to attend the course(s), I understand that I will still be liable to pay the total fees due for the complete course. The full course fee consists of tuition, exam, registration and materials fee.

Finance Department, Lakes College West Cumbria, Hallwood Road, Lillyhall Business Park, Workington, Cumbria, CA14 4JN

Email tfinance@lcwc.ac.uk Tel 01946 839300