



DRIVER CPC NATIONAL VOCATIONAL TRAINING (NVT) CONCESSION

The NVT concession is valid from the start date of the NVT programme or from when the driver acquired their vocational driving licence, whichever is the most recent. The Driver CPC tests can be deferred for either a maximum of 12 months from this date or for as long as the driver remains on the NVT programme (whichever is the shortest).

1 APPLICANT DETAILS

Title Mr Mrs Miss Ms

Surname

First name(s)

Home address

Post Code

Telephone No

2 LICENCE DETAILS

Driving Licence Number

Category	Provisional/full	Date passed test
PCV	<input type="text"/>	<input type="text"/>
LGV	<input type="text"/>	<input type="text"/>

3 EMPLOYER'S DETAILS

Employer's Name

Employer's Address

Post Code

Employer's Telephone No

4 TRAINING DETAILS

NATIONAL VOCATIONAL TRAINING PROGRAMME

Which of the following qualifications are you registered on?

NVQ Driving Goods Vehicles

NVQ Carry & Deliver Goods

NVQ PCV Driving

BTEC Transporting Passengers by Bus & Coach

BTEC Carry & Deliver Goods

Other

(please specify):

Start Date

Note: This is the start date of the NVT programme or from when the driver acquired their vocational driving licence, whichever is most recent

Estimated End Date

Note: This is the estimated end date of the NVT programme. A driver must be on an approved course that lasts at least 6 months.

Training Provider Name

Training Provider Address

Post Code

Training Provider Telephone No

5 DECLARATION

Please note: The NVT concession is valid for up to 12 months and only whilst the driver is undertaking an approved NVT programme. It is the responsibility of the driver, employer or training provider to notify DSA if circumstances change.

Driver

I confirm that the information is accurate and current.

Signature: _____

Date: _____

Employer

I confirm that the information is accurate and current.

Signature: _____

Print name: _____

Date: _____

Training Provider

I confirm that the information is accurate and current.

Signature: _____

Print name: _____

Date: _____

6 EQUALITY AND DIVERSITY

We recognise and value diversity. We want to ensure all eligible applicants are considered with respect to their own ability and which is not influenced by other factors. To help us to do this we need to monitor our policies and procedures.

Please tick the box which most applies to you.

Prefer not to say:	<input type="checkbox"/>	Black or Black British:	<input type="checkbox"/>
Asian or Asian British:	<input type="checkbox"/>	Chinese:	<input type="checkbox"/>
White:	<input type="checkbox"/>	Mixed:	<input type="checkbox"/>
Other:	<input type="checkbox"/>		

6 EQUALITY AND DIVERSITY (Continued)

We use the personal data you give us to effectively administer the NVT Concession. We may also use your data for statistics and analysis to assess equality and improve our customer service.

We do not disclose or share personal data with any third parties other than in line with the Data Protection Act 1998. This may include but is not restricted to, disclosure to the police, HM Revenue and Customs and local Governments.

For further information, please see our website www.dsa.gov.uk or look for our Notification Document on the Information Commissioners website www.informationcomissioner.gov.uk

7 BEFORE POSTING YOUR APPLICATION FORM

When posting your application form remember to include the following:

- Appropriate registration fee (current fees can be found on www.dsa.gov.uk)

Please tick the appropriate box

- Credit and debit card payments by phone - DSA 0115 936 6278
- Cheque and postal order payments (made payable to Driving Standards Agency)
- Evidence of registration to an approved training course (including registration date) in the form of awarding body documentation (*photocopies are acceptable*)
- Evidence that the driver has passed their licence acquisition tests.

Once approved, the driver will be registered on the NVT scheme and an NVT concession card will be issued.

CONTACT DETAILS

Driving Standards Agency
NVT Administrator – Floor 3
The Axis Building
112 Upper Parliament Street
Nottingham
NG1 6LP

Telephone: 0115 9366278
Fax: 0115 9366574
Email: NVT@dsa.gsi.gov.uk

FOR DSA USE ONLY

Date application approved

Registration Number