

## DofE Participant Enrolment Form 2018-19

Please print clearly in CAPITALS or type in your details.

**You must complete all of the questions / complete all the boxes. If you have received this form electronically, complete the form online and then print before adding signatures & sending with the required Entry Fees to your Unit Leader for approval & signature.**

### DofE level:

Tick as appropriate	Bronze	Silver	Gold
Have you registered for any previous levels of the DofE? Tick as appropriate			
	No	Yes	
If YES – please give the name of the DofE Centre you were registered at:			
eDofE ID number:			

### Personal details:

First name: <i>Preferred name if different:</i> _____	Last name:
Girlguiding Go! Number:	Date of Birth:        /        /
Unit:	Guide / Ranger/ Young Leader / Adult Leader
Date you wish to start your DofE programme if known (enrolment date):        /        /	

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.

### Contact details:

Contact Email address: <i>Please ensure that this is easily readable &amp; an email address you check regularly – it can be a parent email! Important information will be sent by email.</i>	
Address:	
Telephone:	Mobile number:

### Emergency contact details:

Emergency Contact name:	Relationship to you:
Emergency contact telephone number(s):	

### Registration Fees:

	Tick as appropriate		
<b>Bronze Welcome Pack:</b>		£25	Your registration pack will be distributed via your leader or sent by post
<b>Silver Welcome Pack:</b>		£28	
<b>Gold Welcome Pack:</b>		£32	

**I enclose a cheque for: £**                      Cheques made payable to: "Girlguiding Leicestershire Senior Section"  
(If you would prefer to pay by bank transfer please contact the County DofE Adviser on leicsdofe@gmail.com for account information)

### Information for participant and parent/guardian regarding costs

I understand that the fee I am paying is to register as a DofE Participant and that any additional fees involved in the participant undertaking the Volunteering, Skills or Physical (and Residential at Gold level) sections of her DofE programme are my own responsibility (for example Music lessons if playing an instrument for the Skills activity). In addition, I understand that there will be additional costs incurred when the participant undertakes the Expedition Section. Apart from the costs of ensuring the participant is properly equipped to carry out an expedition (for example suitable clothing including walking boots, waterproof jacket & trousers and expedition food), there will be a fee to cover costs incurred by the supervisor(s), the assessor of the qualifying expedition, campsite fees etc.

**P.T.O. for Page 2**

**Declaration:**

By signing this form, I understand that the information supplied on this form, in the eDofE system, and information about DofE activities recorded in eDofE, will be used by the DofE Charity and by Girlguiding to help participants complete a DofE programme, to monitor and manage DofE participation and progress and to manage and support Leaders.

Girlguiding conforms to the requirements of the Data Protection Act 1998 when storing personal data on its membership systems. We are obliged to keep your information secure and to not keep it for longer than necessary outside of our normal operational requirements. Girlguiding will not share information without your consent, except in certain circumstances required by law, a regulatory requirement or to safeguard a child. Occasionally the DofE Charity may send you information relating to commercial offers. If you do not wish to receive commercial information from the DofE Charity you can choose not to by amending your contact preferences in your eDofE profile at any time.

**Participant Request to enrol:**

I would like 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 (Participant)	Signature	Date
		/ /

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

I agree to my daughter / ward doing a DofE programme, and confirm that I have read the declaration above regarding how the information supplied on this form will be used/stored. I note that it is my responsibility to check that any activity my daughter / ward undertakes for their DofE programme is appropriately managed and insured, unless the activity is directly managed or organised by Girlguiding.

Print Name (Parent or Guardian)	Signature	Date
		/ /

**Photographic Consent for DofE activities (please tick only one box):**

- I am happy for photographs/videos to be taken of my daughter/ward during DofE activities and used in national and local guiding or DofE publicity, communications, publications or digital channels (eg websites, social media).
- I do not wish any photographs/videos to be taken of my daughter/ward while she undertakes DofE activities

**Approval by Unit Leader**

I confirm that this participant is an active member of Girlguiding, currently registered on GO!

Print Name	Signature	Date
		/ /

(Note: registrations for DofE cannot be accepted without a Girlguiding Membership Number and a signature from a unit leader or District Commissioner confirming that the participant is currently an active, registered member of Girlguiding)

**For Girlguiding administration only:**

Date registered onto eDofE	/ /
Expected start date	/ /
Participant Fee received	Yes / No
Added to DofE unit on Go!	/ /
Date Registration Pack Sent	/ /
Username	
User ID number	

**Completed Forms & cheques should be sent to the Girlguiding County DofE Adviser:**

DofE Adviser (registrations)  
 Girlguiding Leicestershire  
 97 Princess Road East  
 Leicester  
 LE1 7DW

**If you have any queries, contact the County DofE Adviser on [leicsdofe@gmail.com](mailto:leicsdofe@gmail.com)**