

Student of The Year Award

First place – £100

Four runners-up awards of **£25** each

Plus a **Certificate of Achievement** for all winners!

Dear Student,

It's an exciting time for us as we launch **Student of The Year Award 2014**. We are always interested to know how our courses have affected the everyday lives of our students and we want to give special recognition to those who, we feel, have excelled since joining us. And this year we are accepting video entries too!

We want to know how your life has improved since taking your course – have you had a wage increase, gained a new job, started a business, taken on community work or gone on to further study? But that's not all, we also want to know how your personal life has improved – have you gained more confidence, joined any clubs or realised you now have the skills to participate in activities you'd never dreamed of before?

Entry is open to all students – past and present – and it's free to take part! Please see below for details on how to send your entry.

The winner will receive a **£100 cash prize** and there are four runners-up awards of **£25 each**. The winner's details, including their photograph, will be published on our website and in other promotional material. Plus, each winner will receive a **Certificate of Achievement** as a tribute to their success.

The award will be judged in February 2014. So, if you would like to put yourself forward to be considered as **Student of The Year 2014** then your application must be received by 31st January 2014. The winners will be chosen by Director of Studies, Diana Nadin and Chairman, Susan Metcalfe.

We are excited to see how your life has changed as a result of enrolling with us and we can't wait to receive your entries. Don't forget, being judged the winner of our **Student of The Year Award 2014** could give you that little extra something that takes your career to the next level.

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How to send a postal entry

Fill in the application form enclosed with this mailing, attach a recent colour photograph of yourself and send it by post to:

**Susan Metcalfe, Chairman,
Student of The Year Award, Business Training,
Dept SOY13,
8-10 Dutton Street,
Manchester, M3 1LE
England**

How to send an email entry

Scan and attach your signed entry form and photograph to an email and send it to: susanm@businessstrain.co.uk with 'SOY Entry' in the subject line. Alternatively, you can put your entry in the body of the email.

How to send a video entry

To send us a video you should upload your entry, **two minutes maximum**, to YouTube and mark it as unlisted (if you are not sure how to do this there's a handy '*Getting Started – Unlisted Videos*' tutorial in the YouTube Help section). Try to make your video as interesting as possible – you can be as inventive as you like. Once you are happy with your entry and you have uploaded it, we need to know the link. So, send your video link and signed entry form together with a recent colour photograph of yourself, by email to: susanm@businessstrain.co.uk with 'SOY Entry' in the subject line.

I hope you'll take part in this Award and I now look forward to learning about your achievements in the near future.

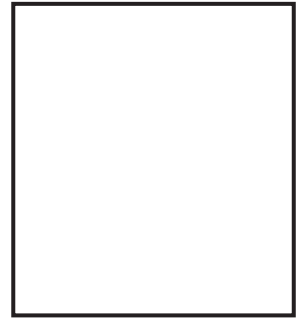
Yours sincerely,



Susan Metcalfe
Chairman

PS To enter for this Award you must send your entry in by 31st January 2014.

Student of The Year Application Form



Name Student Number

Address

.....

..... Post Code

Email Address

Please answer the following sections as fully as you are able but if you don't want to answer any question, just leave it blank. If you need to use another sheet of paper please do so. Once you are happy with your entry send it to us using this address: **Business Training, 8-10 Dutton Street, Manchester, M3 1LE** or by email to susanm@businessstrain.co.uk with 'SOY Entry' in the subject line.

A. Please give details of your position before you joined Business Training.

B. Please give details of any educational or career achievements you've gained since joining us, such as promotions, wage rises, further education courses etc.

C. Please give details of other benefits and achievements you have been awarded since joining Business Training.

D. Any further comments you would like to make.

I declare that the above is a true and accurate record of my achievements.

I give permission for my name, achievements, photograph and video (if supplied) to be used for promotional purposes by Business Training even if I don't win.

Signature Date