# 2027 Enrolment Form
# Level 5 Diploma in Recruitment Leadership

Please complete this form using BLOCK CAPITALS

## 1 Please select a unit

**You can select up to two units per exam, however we recommend you to select just one to begin with.**

### Mandatory Units (choose one or more)

- ◯ RECTC 5-1: Strategic business planning for recruitment
- ◯ RECTC 5-2: Leading people and teams in recruitment
- ◯ RECTC 5-3: Recruitment resource strategies
- ◯ RECTC 5-4: Financial management in recruitment
- ◯ RECTC 5-5: Client and stakeholder relationship management
- ◯ RECTC 4-2: Principles of legal and ethical requirements in recruitment*
- ◯ RECTC 4-10: Understanding recruitment contracts*

* In common with Certificate in Recruitment Practice

### Optional Units (choose one or more)

- ◯ RECTC 5-6: Business governance
- ◯ RECTC 5-7: International business considerations (Project)
- ◯ RECTC 5-8: Recruitment bids and tenders (Project)
- ◯ RECTC 5-9: Strategic business development (Project)
- ◯ RECTC 5-10: Design recruitment processes (Project)
- ◯ RECTC 5-11: Organisational development (Project)
- ◯ RECTC 5-12: Advanced marketing for recruitment (Project)

## 2. Please select an exam date

- ◯ 4 February 2027
- ◯ 4 March 2027
- ◯ 1 April 2027
- ◯ 6 May 2027
- ◯ 3 June 2027
- ◯ 1 July 2027
- ◯ 5 August 2027
- ◯ 2 September 2027
- ◯ 7 October 2027
- ◯ November 2027

If you wish to book multiple exams on different dates, please complete additional forms.

Bookings close 6 weeks before each examination date

## 3 Learner Details

Mr/Mrs/Ms/Miss/Other

Forename(s)

Surname

(Please ensure the above details match the names on the ID document you will provide at the exam centre)

◯ Male ◯ Female Date of birth

Primary Address
(This is where Learning Materials and Results will be sent)

Postcode

Mobile number

Email address

Are you an REC Professional or have you previously been an REC Professional?

◯ Yes ◯ No

Membership number

## 4 Employer Details

Company name

Job title

Is your current employer a corporate member of the REC?

◯ Yes ◯ No

Membership number

For office use only

Study Coach

Membership Number

## 4 Examinations

Please note, all of our examinations are now taking place online.

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## Terms of Business – Employer

If the employer is paying the course fee, the person authorising the enrolment MUST complete the following section.

I, the undersigned, understand that full payment must be received with the enrolment and that once the course materials have been dispatched and/or the course has commenced, that refunds/transfers cannot be granted.

All cancellations must be in writing. If a cancellation is received in writing before the course has commenced a refund may be applied for. Any successful refund will only be paid to the original payer and is not transferable.

Signature _____ Name (please print) _____

Position _____ Company name _____

The REC is an equal opportunities provider, please contact us on 0207 009 2100 for more information.

## Terms of Business – Learner

I, the undersigned, understand that full payment must be received with the enrolment and that I hereby make an application to become a Student Member of the IRP and agree to abide by the REC Code of Ethics and Professional Conduct both in letter and spirit. Once the course materials have been despatched and/or the course has commenced, then I understand that refunds/transfers cannot be granted. If the exam is not taken at the end of the course but at a later date, a fee will apply.

Signature _____ Date _____

## Payment Details

Please note that the payment is required with the enrolment form. Payment can be made by any of the methods listed below. Please tick as appropriate.

- ◯ Cheque enclosed (please make cheques payable to 'REC')
- ◯ Credit/Debit Card

Please find below the secure link to make payment by credit/debit card for your REC product/services.
Fee information can be found on our website at www.rec.uk.com

**REC Payment Link**

This form should be returned to the REC by post or email with payment:

Post: REC, Qualifications, 20 Queen Elizabeth Street, 4th Floor, London, SE1 2LS

Email: info@rec.uk.com