**Entry Form – Apprentice of the Year**

The winner of this award will have shown outstanding progress and commitment to their own personal development, and their progression on a recognised learning scheme.

The judges will be looking for evidence of where an Apprentice has made a significant contribution towards their workplace and for evidence of the organisation’s commitment to Apprenticeships.

The Apprentice must have been employed by the current employer before the 31st August 2023 and must be enrolled in a government funded and regulated Apprenticeship scheme delivered by contract and approved training providers.

**Contact Information**

|  |  |
| --- | --- |
| Full Name |  |
| Job Title |  |
| Company Name |  |
| Postal Address |  |
| Post code |  |
| Telephone |  |
| Email Address |  |
| Website |  |
| No. of employees |  |

**Your Organisation**

* Turnover / Profit / other KPIs you use to measure your business.
* Brief statement of company activity (you may like to include information on the nature of your business, your products and services, your customers, the markets that you operate in and your relationship to the Gatwick Diamond Economy)

**Nomination**

* Name of the Apprentice.
* Name of the Apprenticeship Scheme provider.
* Type & Level of Apprenticeship?
* Please explain how you/the apprentice has contributed to the organisation’s success and development.
* Describe how you/the Apprentice is actively building on their strengths and developing their other areas.
* Explain how you/the Apprentice is making the most of learning opportunities – actively putting them self forward to shadow, to attend site, to be observer in meetings as well as course attendance.
* Please explain why you/the apprentice should win this award.

**Any other materials you’d like to share? \***

Please feel free to add in extra content here to help show your story. This can be documents, pictures, video, and/ or additional measurement statistics, that you feel will add to your entry.

**\*Limit of 3 pieces of content**