**Guild Accredited Training Application Form**

**Step 1. Your School/College Details**

|  |  |
| --- | --- |
| **School/College Name** |  |
| **Address** |  |
| **Website Address** |  |
| **Facebook Link** |  |
| **Instagram Link** |  |
| **Telephone** |  |
| **Main Contact Name** |  |
| **Email Address** |  |
| **Guild Membership No.** |  |

**Do you have Teaching Risk Cover for you AND your teaching staff?** No/Yes

**Do you have Public Liability insurance cover for your business?**  No/Yes

**Do you have parking facilities?** No/Yes

**Do you have disabled access?** No/Yes

**Please complete a 100-word description of your training institute as you would like it to appear on the Beautyguild.com Training Directory**

|  |
| --- |
|  |

**Step 2. Lecturer/Tutor Details**

Please complete the details for the school owner and all tutors who will be teaching your accredited courses. Copy this page if you have more than 2 tutors who will be teaching the Guild Accredited courses. All tutors MUST be Guild members and hold insurance.

Please advise us in writing if any new tutors are employed to teach Guild courses.

|  |  |
| --- | --- |
| **Lecturer/Tutor Name** |  |
| **Guild Membership Number** |  |
| **Insurance Provider** |  |
| **Insurance Renewal Date** |  |
| **Professional Qualifications** |  |
| **Teaching Qualifications** |  |
| **Number of years of experience in the industry** |  |
| **Email Address** |  |

|  |  |
| --- | --- |
| **Lecturer/Tutor Name** |  |
| **Guild Membership Number** |  |
| **Insurance Provider** |  |
| **Insurance Renewal Date** |  |
| **Professional Qualifications** |  |
| **Teaching Qualifications** |  |
| **Number of years of experience in the industry** |  |
| **Email Address** |  |

**Step 3. Additional Venues**

Please complete the below table if you are wanting to advertise any additional venues that you will be teaching from on the Beauty Guild website. Please note to advertise any additional sites it will cost £50+VAT per site per year. All tutors teaching at additional venues MUST be Guild members and hold insurance.

Copy this page if you have more than 2 additional venues.

|  |  |  |  |
| --- | --- | --- | --- |
| **Venue Name** |  | | |
| **Address** |  | | |
| **Website Address** |  | | |
| **Facebook Link** |  | | |
| **Instagram Link** |  | | |
| **Telephone** |  | | |
| **Main Contact Name** |  | | |
| **Email Address** |  | | |
| **Do you have parking?** | Yes/No | **Do you have Disabled Access?** | Yes/No |
| **Tutors Name** |  | **Tutors Membership Number** |  |
| **Tutors Name** |  | **Tutors Membership Number** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Venue Name** |  | | |
| **Address** |  | | |
| **Website Address** |  | | |
| **Facebook Link** |  | | |
| **Instagram Link** |  | | |
| **Telephone** |  | | |
| **Main Contact Name** |  | | |
| **Email Address** |  | | |
| **Do you have parking?** | Yes/No | **Do you have Disabled Access?** | Yes/No |
| **Tutors Name** |  | **Tutors Membership Number** |  |
| **Tutors Name** |  | **Tutors Membership Number** |  |

**Step 4. GTi Courses**

Please indicate below which of the practical and reseller GTi courses you wish to offer.

|  |  |
| --- | --- |
| **GTi Course** | **Tick each course you would like to offer** |
| **Practical Courses** |  |
| Asian Bridal Make-up |  |
| Body Massage |  |
| Definition Brow |  |
| E-Filing |  |
| Ear Candling |  |
| Facial Treatments |  |
| Female Intimate Waxing |  |
| Foot Reflexology |  |
| Gel Nails |  |
| Gel Polish |  |
| Henna Brows |  |
| Hot Stone Massage |  |
| Indian Head Massage |  |
| Lash & Brow Treatments |  |
| Lash Lift & Tint |  |
| Make up |  |
| Male Intimate Waxing |  |
| Manicure |  |
| Nail Tips & Acrylic Overlays |  |
| Pedicure |  |
| Reiki |  |
| Russian Volume Eyelash Extensions |  |
| Semi-permanent Individual Eyelash Extensions |  |
| Spray Tanning |  |
| Threading |  |
| Waxing |  |
| **Reseller Courses** |  |
| Anatomy & Physiology |  |
| Aromatherapy Blending of Oils |  |
| Aromatherapy Using Pre-Blended Oils |  |
| Award in Education and Training Level 3 (AET) |  |
| Crystal Healing |  |
| Guild Green Salon Scheme |  |
| Health & Safety |  |
| Marketing Your Business |  |
| Professional Standards |  |
| Social Media for Salon Businesses |  |
| Start Your Own Business |  |
| Starting and Marketing Your Business |  |
| Successful Retailing |  |

**Application Checklist**

In order for us to ensure your application is processed as quickly as possible, please use the following checklist to ensure you have submitted all relevant documentation.

Required for all applications:

🞏 Completed steps 1, 2, 3 and 4

🞏 Provided photocopies of each individual tutors professional qualifications relating to the subjects they will be teaching PLUS their teaching qualification.

🞏 All tutors are current members of the Guild.

🞏 Provided photocopies of each individual tutors teaching insurance details.

🞏 Provided photographs of your training facility from the inside and the outside.

**ALL FORMS MUST BE FILLED IN ELECTRONICALLY AND SUBMITTED BY EMAIL AS A WORD DOCUMENT**

Please return all completed forms to [accreditation@beautyguild.com](mailto:accreditation@beautyguild.com)