

Individual Training Accounts

Confirmation of Attendance Register

This form must be completed for each course delivered to ITA participants and uploaded to FIPS prior to making a claim for payment. For modular courses the title should match the approved ITA course that the participant has been verified on through FIPS.

Each participant must sign the register to confirm their attendance.

Training Provider Name:		Course Date:	
Title of ITA Course:		ITA Contribution:	

Participant Name	Participant NI Number	Participant Signature	Course Funded by ITA

Trainer Name:	
Trainer Signature:	