

**DRAFT LEARNING AGREEMENT**

**THE COUNCIL  
EMA LEARNING  
AGREEMENT**

**TO BE COMPLETED BY ESTABLISHMENT**

STUDENTS NAME: .....

SQA REF NO: .....

DATE OF BIRTH: .....

EMA REF NO: .....

ADDRESS: .....

.....

.....

ESTABLISHMENT ATTENDED: .....

The above named student (by signing the declaration at the end of this form), has agreed to adhere to the following terms and conditions in relation to the Council's policy on Education Maintenance Allowances.

**COURSE OF STUDY: LEVEL, AIMS AND GOALS**

**SUBJECT**

**GRADE**

.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....  
.....

# DRAFT LEARNING AGREEMENT

The Council will implement arrangements for regularly reviewing this learning agreement. If the student changes course or institution, they should seek appropriate careers advice.

Details of appeals procedures and criteria for assessing retention and achievement bonuses are detailed in the Council's policy on Education Maintenance Awards.

## DECLARATION

### TO BE COMPLETED BY ESTABLISHMENT

I (name of authorised signatory) ..... hereby confirm that the above named student has agreed to comply with the terms and conditions of the Council's policy on Education Maintenance Allowances. Myself or one of my colleagues will notify the Council should the student fail to meet any of the EMA requirements at any point during the school year.

### TO BE COMPLETED BY STUDENT

I (name in block capitals) ..... accept the offer of the EMA made by the Council Education Department made to me on ..... and the terms and conditions attached thereto. I understand that I must ensure that the requirements of the study programme are met and to support the institution's aims and standards of conduct. I also understand that the EMA may be withdrawn without warning should my attendance in any class fall below the 100% minimum requirement.

|              |            |
|--------------|------------|
| Signed ..... | Date ..... |
|--------------|------------|

### PARENT/GUARDIAN'S COUNTER SIGNATURE

|              |            |
|--------------|------------|
| Signed ..... | Date ..... |
|--------------|------------|

All information is held in compliance with the Data Protection Act 1998.