**PART ONE: NOMINATION FORM**

|  |  |
| --- | --- |
| **Please complete this form in BLOCK CAPITALS** | |
| Hospital / unit |  |
| Name of applicant |  |
| College Membership no. |  |
| Please tick the appropriate box | Nomination  Re-nomination |
| Current College Tutor (if different) |  |
| Please provide a short statement or include a separate attachment – limited to 400 words – as to why you wish to take up the role. | |
|  | |
| *(Please tick)* | A summary CV (max. four size A4 pages) is enclosed  This **must** include information about skills and experience in training and education and focus on the skills and achievements which will equip you for the post.    I have provided the short statement or separate attachment |
| **Applicant**  *(Please sign and date)* |  |
| *(Signature and date)* | The nomination has the support of the Clinical Director / Lead confirming that the Trust will provide adequate time in job planning for the role    Name |
| **Regional Education Adviser**  *(Signature and date)* | Name |

New nominations are reviewed by the Education Coordinator and subsequently ratified by the Training the Trainers subcommittee, provided that the nominee is both a College member and registered on a CPD programme.

Newly-appointed College Tutors are expected to attend a Training Day within six months of appointment. These workshops also serve as refresher for College Tutors on their second term. Please complete and return **part one** and **two** of this form.

**PART TWO: COLLEGE TUTOR TRAINING DAY**

These will be held at the Royal College of Ophthalmologists, 18 Stephenson Way, London, NW1 2HD on the dates listed below – please tick as appropriate to confirm attendance:

Monday, 3 March 2025

Monday, 21 July 2025 

Monday, 24 November 2025

|  |  |
| --- | --- |
| Name |  |
| Hospital |  |
| Telephone no. |  |
| Email address |  |
| Dietary requirement |  |

**Please return to:**

**Education and Training Department**

Email: [education@rcophth.ac.uk](mailto:education@rcophth.ac.uk)

Address: The Royal College of Ophthalmologists, 18 Stephenson Way, London, NW1 2HD

Phone: 020 7935 0702