**PART ONE: NOMINATION FORM**

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| --- |
| **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

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

Phone: 020 7935 0702