

MANAGER'S CPC BOOKING FORM June 2024

All fields to be completed in full

Company Name:		Candidate Name:	
Candidate Full Address:		Candidate DOB/ Place of Birth	
Post Code:		Order Number:	
Contact No:		Mobile No:	
E-mail of Candidate		Total Cost:	<i>Total cost of all selected courses</i>

HAULAGE INTENSIVE COURSE (NATIONAL/INTERNATIONAL) 10 DAYS

Training	Details of Training Days	Examinations	Application Deadline	Course Price	Tick
25 th March – 8 th April 2024	Required to attend Saturday 6 th April due to Bank Holiday	9th April 2024	22 nd March 2024	£1625	
20 th May – 31 st May 2024	Required to attend Saturday 1 st June due to Bank Holiday	4th June 2024	17 th May 2024	£1625	
23 rd September – 4 th October 2024		8th October 2024	20 th September 2024	£1625	
18 th – 29 th November 2024		3rd December 2024	15 th November 2024	£1625	

A £400.00 non-refundable deposit is required at the time of booking the Haulage Intensive Course
You will receive your study material at the time of booking

HOME STUDY

Course Pack	Price	P&P	Collection	Postage or Collection
National/International Road Haulage Pack	£185.00	£30.00	Free	

EXAM ONLY

(Prices inclusive of VAT)

Additional Exam dates for Home Study or Resist	Multiple Choice P1 - £60.00	Case Study P2 - £70.00	Administration Fee (Compulsory) £99.00
6 th February			✓
9 th April			✓
3 rd June			✓
6 th August			✓
8 th October			✓
3 rd December			✓

Please note: Online exams are an additional £50 per exam

All exams must be booked at least 4 weeks before the examination date

Completed forms can be returned directly to bookings@sigmastudies.co.uk

To make payment by Debit or Credit card please call our office on 01375 671111, alternatively you can pay via BACS
Lloyds Bank / Account No: 01324216 / Sort Code: 30-18-34

Please ensure you put your full name or invoice number as the reference when making a BACS payment

CERTIFICATE OF PROFESSIONAL COMPETENCE-10 DAY INTENSIVE COURSE

For those wishing to undertake employment in the Road Haulage Industry as a transport manager or owner operator, you are required under EC Regulations to undertake a course of instruction and pass examinations of which test standards have been laid out.

Students wishing to hold an Operator's License are required to satisfy the Traffic Commissioner that they meet the criteria laid down by law:

1. They are of good repute
2. They have significant financial resources
3. They are professionally competent

Examinations are run by the Chartered Institute of Transport and Logistics (CILT) Examination Board.

Courses are four times a year with exams held 6 times a year only at approved examination centers. Sigma's House is based in Grays, Essex.

Courses are run over 2 weeks Monday - Friday from 09.00 – 17.00 (Days may change when Bank Holidays occur)

Each student will receive a full set of student notes on their course.

Home Study

This is available for students who are unable to attend one of the above courses. Students will receive a Home Study pack. Exams will need to be booked as and when students feel ready. Further assistance is available on the phone, during office hours only, if required. **We recommend that exams are booked within 12 weeks of receiving home study materials**

Passing the Exam

To be awarded the Certificate of Professional Competence Qualification, students must pass both the MULTIPLE FORMAT (P1) and CASE STUDY (P2) papers.

Road Haulage Syllabus

Business and Company Law -- Social Legislation -- Financial Management --

Commercial Business Conduct -- General Insurance -- Traffic Legislation -- Taxation --

Marketing -- Methods of Operating -- Operators Licensing -- Vehicle Selection --

Weights and Dimensions of Vehicles and Loads -- Safe Loading -- Mechanical Conditions --

Speed Limits -- Mechanical Conditions -- Drivers' Hours and Records

Vocational Driving Licenses

Please note

EXAMINATIONS MUST BE BOOKED NO LATER THAN 4 WEEKS PRIOR TO THE EXAMINATION DATE.

EXAMINATIONS CANNOT BE CANCELLED ONCE BOOKED. A NON-REFUNDABLE DEPOSIT IS REQUIRED TO SECURE YOUR PLACE