

**Continuing Professional Development
Application for Waiver of CPD due to Sabbatical**

Personal Details			
Surname		Other Names	
Organisation Name		Organisation Number	
CPD Year		Adviser Number	

Sabbatical			
Commencement Date		Date of Return (m/y)	

Declarations	
Declaration by Applicant: I confirm that the information that I have provided is accurate and that I shall not provide immigration or asylum advice or services during my sabbatical	
Signed:	Date:
Declaration by Manager: I confirm that the information supplied by the applicant is accurate	
Signed:	Date:
Full Name: (please print)	
Decision by OISC Caseworker	
Comments: (including the number of CPD hours the adviser should complete for the CPD year in question)	
Accepted: <input type="checkbox"/>	Refused: <input type="checkbox"/>
Signed:	Date:
Full Name: (please print)	

Accompanying Notes

Please return the completed application form by email to: cpd@oisc.gov.uk

Data Protection Act

The OISC is the data controller in relation to any information received by it for the purposes of its functions under the Immigration & Asylum Act 1999. The OISC is registered with the Information Commissioner under the terms of the Data Protection Act 1998. The OISC has regard to section 93 of the Immigration & Asylum Act 1999, which, among other things, prohibits the disclosure of information it receives except with lawful authority, including where disclosure is necessary in the public interest.