**Case Study Administration**

Name of Student:

Date:

I can confirm that I have attended to each of the requirements below:

|  |  |  |
| --- | --- | --- |
| Explained to my case study volunteer that I am still in training and not fully qualified |  |  |
|  |  |  |
| I have arranged student professional indemnity insurance |  |  |
|  |  |  |
| I have provided my volunteer with a copy of the case study agreement |  |  |
|  |  |  |
| My volunteer has signed the case study agreement |  |  |

Signed: ....…………………………………………………………………………………………………………………………………….

Date: ……………………………………………………………………………………………………………………………………………

The case study agreement is downloadable from resources. Please submit this along with your stage 1 question submission if you intend completing the diploma