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| **ST1 ST2 GP POST STUDY LEAVE FUNDING CLAIMS FORM 2019/20 ONLY** |

Please complete and return this form, with attachments, to: *Andrew Wright, Mid-Wessex GP Education, University of Winchester, Winchester, Hampshire, SO22 4NR*

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| **CHECKLIST**  | **✓** |
| The course conforms to the Deanery’s list of approved courses – see website:<http://www.wessexdeanery.nhs.uk/gp__primary_care/trainees/information_and_guidelines.aspx#studyleavebudget> |  |
| Attach a COPY of your course certificate of attendance  |  |
| Attach an ORIGINAL of your receipt of payment  |  |
| Get your Programme Director’s approval and signature on your form |  |

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| **PLEASE NOTE** |
| You can use this form more than once, providing your total claims do not exceed **£300.00** |
| Study leave funding from us is granted as a reimbursement only (not prior to the event) |
| Claims **must** be made during your GP post (or up to 3 months after) only |

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| **PERSONAL DETAILS** (please print in CAPTITALS) |

**FORENAME…………………………………………………………. SURNAME………………………..………………………………………..**

**POSTAL ADDRESS FOR CHEQUE…………………………………………………………………………………………………………………**

**…………………………………………………………………………………………………………………………………………………………………**

**………………………………………………………………………………………………. POSTCODE………………………………………………**

**EMAIL………………………………………………………………………………. TEL………………………………………………………………..**

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| **CLAIM DETAILS** (as a ST1/2 in a GP post in you have a total of £300.00 to claim) |

**NAME OF COURSE…………………………………………………………………………………………………………………………………….**

**DATE OF COURSE………………………………………….. AMOUNT TO CLAIM £……………………………………………….**

**PROGRAMME DIRECTOR APPROVAL (REQUIRED)**

**PD SIGNATURE……………………………………………............. DATE…………………………………………………………….**

This study leave funding is only available to ST1 & ST2 doctors in Mid-Wessex GP Posts during 2019/20. All claims are subject to approval from your Programme Director.