**TO BE COMPLETED BY SELF-EMPLOYED PARTICIPANT**

[Name of Company]

[Company Address line 1]

[Company Address line 2]

[Company city]

West Yorkshire

[Company postcode]

[date]

Dear [training provider contact name],

I, [name of participant] am pleased to confirm that I have fully attended and completed the [name of Skills Bootcamp programme] delivered by [training provider name] and have developed the skills as outlined overleaf.

I can confirm that I am self-employed [Unique Tax Reference Number OR details to confirm self-employed/ sole trader status] and please see relevant details above.

The newly acquired skills gained on the [name of Skills Bootcamp programme], has and will continue to allow me;

* [Action or development point 1]
* [Action or development point 2]
* [Action or development point 3]
* [Action or development point 4]
* [Action or development point 5]
* [Above points to include detail of new work or contracts that will enable you to secure or since secured as a result of the newly skills acquired]

Many thanks,

[Participant signature]

[Participant name]

[Participant job title]

**TO BE COMPLETED BY TRAINING PROVIDER**

[name of Skills Bootcamp programme] delivered by [training provider name]

Through this Skills Connect Gainshare programme, participants have developed and acquired the following skills and knowledge;

* [Skill or knowledge 1]
* [Skill or knowledge 2]
* [Skill or knowledge 3]
* [Skill or knowledge 4]
* [Skill or knowledge 5]
* [Skill or knowledge 6]
* [Skill or knowledge 7]
* [Skill or knowledge 8]
* [Skill or knowledge 9]
* [Skill or knowledge 10]

Their learning has been robustly assessed by [assessment methods] and as a result we can confirm that [participant name] has successfully completed the [name of Skills Bootcamp programme].

[training provider contact signature]

[training provider contact name]