

**Letter of authorisation for Primary Source Verification checks**

Thank you for applying for an Industry Skills Statement.

This service incorporates Primary Source Verification. Ecctis needs your permission and your authorisation to check and verify your qualifications and identity data; to share your data with a partner organisation specialising in verification services; and to obtain relevant verification information from issuing authorities. As qualification verification has to deal with different kinds of institutions across all parts of the world, it is necessary for us to work with a partner organisation to offer a complete service. This letter authorises Ecctis and its partner organisation to obtain verification information about you from issuing authorities (eg universities, qualification awarding bodies, passport authorities) worldwide.

We will verify only one qualification, normally your highest qualification. If you have two qualifications at the same level, we will verify the most recent one. If you wish to have a different qualification verified, you must inform us (using the application notes section of your online application) which qualification you wish to have authenticated. If you do not tell us otherwise, we will verify your highest, most recent qualification.

Please complete the form below and sign the declaration.

**Your full name** \_\_\_\_\_

**Date of birth** \_\_\_\_\_

**Passport number** \_\_\_\_\_

**Nationality** \_\_\_\_\_

**Current location  
(town/city, country)** \_\_\_\_\_

I hereby confirm that:

1. I have read and I fully understand this letter of authorisation.
2. I have read, I understand and I agree to: the description of the service provided by Ecctis; Ecctis' Terms and Conditions; and Ecctis' Privacy Policy.
3. The details I have supplied above are true and correct.
4. I grant the authority for Ecctis to share all necessary data and information relating to the uploaded qualification documentation and passport copy with Ecctis' partner verification organisation, for the purposes of conducting Primary Source Verification checks with the relevant issuing authorities.
5. I hereby authorise Ecctis, its partner verification organisation, and their authorised affiliates, agents and subsidiaries, to check and verify the information and documents presented with my application form and to obtain all relevant verification information requested. This may include but is not limited to grades, dates of attendance, grade point average, degree / diploma certification, employment title, employment tenure, licence attained, status of the licence, and place of issue.
6. I confirm that a photocopy or scan of this authorisation should be accepted with the same authority as the original.

Your name (print) \_\_\_\_\_

Your signature \_\_\_\_\_

Date \_\_\_\_\_