

MIAP Information Sheet

What is MIAP?

Managing Information Across Partners (MIAP) provides information services that offer secure online access to Personal Learning Records and the ability to use a powerful search engine to find verified learning providers that deliver education and training in the UK.

The MIAP services are provided on a UK basis and overseen by the Learning and Skills Council (LSC) in partnership with the Department for Children, Education, Lifelong Learning and Skills in Wales (DCELLS) and other educational organisations.

What is the Personal Learning Record?

The Personal Learning Record Service offers access to an individual's official online record of verified learning and qualifications undertaken at school, college or work. The Personal Learning Record is an aggregation of an individual's learning and achievement records that have already been collected by UK education bodies. Learners are able to view their Personal Learning Record and choose to share it if they wish to. The majority of learners aged 14 or above since 2007/08 will have been allocated a Unique Learner Number (ULN). The ULN is a unique 10 digit number that is used by the education sector to share personal learning records.

Anyone over the age of 14, involved in any kind of education or training, should not need to reproduce proof of learning each time they apply for a new course, seek guidance or sit examinations. Instead, the individual can grant the school, college or university access to their Personal Learning Record to process applications more quickly, reduce the paperwork, get better advice on future choices and reduce the need to find original certificates, which may have been lost.

Learners can also use the UK Register of Learning Providers (UKRLP). This service offers access to a search engine to enable an individual to quickly identify organisations that have been verified to provide education and training in the UK.

What will this mean for YMCA Wales Community College?

As part of YMCA Wales Community College's commitment to MIAP it is necessary to collect valid personal data from learners. The personal data will be used by MIAP to allocate every learner a ULN. MIAP require that the identity of each learner is confirmed prior to registration. This requirement applies to all the College's learners.

The personal data will be collected via the learner enrolment form. The enrolment form includes a Fair Processing Notice that confirms that the data supplied will be passed to MIAP.

The enrolment form has been updated for 2010/2011. Only the new enrolment forms will be valid – the College cannot accept learner enrolments on old forms. It will be important that the following information is recorded accurately on the enrolment form:

- Legal Surname
- Legal First Names
- Date of Birth
- Postcode
- Email Address (this is required to access the Personal Learning Record)

The College is required to verify each learner's identity. Verification must be carried out by an authorised staff member e.g. the course tutor. Verification will usually be carried out by tutors at enrolment. Tutors will ask to see proof of identity. This may be one of the following forms of identification:

- National ID Card
- National Insurance Card
- Driving Licence
- Passport
- Certificate of Entitlement to Funding
- Bank / Credit / Debit Card

The learner enrolment form contains a section which must be completed by the person verifying the identity.

A lack of proof of identity will not prevent enrolment, although it must be verified at the next earliest opportunity.

Where can I find more information?

For further details of how data is shared and used by MIAP, and how to access your Personal Learning Record, please visit the MIAP website at www.miap.gov.uk