

# **Phil Morris – Marine Documentation**

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**UNITED KINGDOM OF GREAT BRITAIN  
AND NORTHERN IRELAND**

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**CERTIFICATE OF COMPETENCE AND  
AUTHORITY TO OPERATE  
GRANTED BY THE SECRETARY OF STATE**

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**LONG RANGE RADIOTELEPHONE**

## AUTHORITY TO OPERATE GRANTED BY THE SECRETARY OF STATE

The holder of this Long Range Certificate is hereby authorised to operate the following classes of ship radio station established under a licence issued by the Secretary of State:

1. a ship radiotelephone station on vessels which do not use the frequencies and techniques of the GMDSS and for which the operation of the transmitter requires only the use of simple external switching devices, excluding all manual adjustment of frequency determining elements, with the stability of the frequencies maintained by the transmitter itself within the limits of tolerance specified in the Radio regulations, and the carrier power of the transmitter does not exceed 1.5kw P.E.P.
2. a ship station:
  - 2.1 incorporating a ship earth station,\*
  - ~~2.2 not incorporating a ship earth station,\*~~on vessels for which a radio installation is not compulsory under international agreements and which use the frequencies and techniques of the GMDSS.

Subject to the provisions of Section 7(3) of the Wireless Telegraphy Act 1949, regarding the suspension of an authority with a view to the revocation thereof, this Authority shall remain valid until further notice.

(Signature)

For the Secretary of State

(Date)

22 May 2007

(\*delete as required to conform with the Certificate)

## DESCRIPTION OF HOLDER



Date of birth: 21-11-1962

Place of birth: SALISBURY, RHODESIA

Height 1.83 metres

Distinguishing marks: NONE

Signature of holder: \_\_\_\_\_



**THE LONG RANGE RADIOTELEPHONE OPERATOR'S CERTIFICATE SATELLITE COMMUNICATIONS  
MODULE FOR VESSELS NOT SUBJECT TO COMPULSORY FIT UNDER THE SOLAS CONVENTION**

The provision of CEPT/ERC Recommendation T/R 31-05, require that holders of this certificate who have qualified to operate ship earth stations in the GMDSS have passed examinations consisting of theoretical and practical tests in the following:

**1. THE GENERAL PRINCIPLES AND BASIC FEATURES OF THE MARITIME MOBILE  
SATELLITE SERVICE RELEVANT TO NON-SOLAS VESSELS**

**1.1 Maritime satellite communications via Inmarsat systems**

Inmarsat space segment  
Ocean areas and satellite acquisition  
Communication services  
- Telephone services  
- Telex services  
- Facsimile and Data services

**1.2 Types of station in the maritime mobile satellite service**

Coast Earth Stations (CES), Land Earth Stations (LES)  
Network Co-ordination Station (NCS)  
Ship Earth Stations (SES), Mobile Earth Stations (MES)  
- Inmarsat-A/-B/-C/-M-systems

**2. OPERATIONAL PROCEDURES AND DETAILED PRACTICAL OPERATION OF SHIP  
EARTH STATIONS IN THE GMDSS APPROPRIATE TO NON-SOLAS VESSELS**

**2.1 Inmarsat-C Ship Earth Station**

Components of an Inmarsat-C terminal  
Entering/updating position  
Usage of Inmarsat-C Ship Earth Station  
Sending and receiving text messages  
Distress and safety Services

- Sending a distress alert  
- Sending a distress priority message  
- 2-digit code safety services

Avoidance of initiating a false distress alert

Procedures to follow when a false distress alert is transmitted

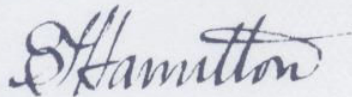
**2.2 Inmarsat Enhanced Group Call (EGC) system**

Purpose of the EGC system, Programming an SES for EGC reception  
- Updating position, Selecting NAV/MET areas

## Authority to Operate

The holder of this certificate is hereby authorised to operate a VHF DSC and VHF-ONLY radio telephone station established in a ship under a licence issued by the Secretary of State.

Subject to the provisions of Section 7 (3) of the Wireless Telegraphy Act 1949 regarding the suspension of any authority with a view to revocation thereof, this Authority shall remain valid until further notice.



For the Secretary of State  
London



## Maritime Radio Operator Certificate of Competence

# SHORT RANGE CERTIFICATE

The short Range Certificate is awarded under the provisions of Section 7 (1) of the Wireless Telegraphy Act 1949, the Radio Regulations annexed to the International Telecommunication Convention, and recommendation T/R 31 - 04 of the European Radiocommunications Committee of the Conference of European Postal and Telecommunications Administrations.

Issued by



on behalf of





## SHORT RANGE CERTIFICATE

## DESCRIPTION OF HOLDER

Certificate number

Height: 5 ft 10 in or 1.80 m

Y

593681

Colour of Eyes: **Brown**

Hair: **Dark Brown**

Complexion: **Fair**

Distinguishing marks: **None**

Name: **Mr P Morris**

Address: **17 Garden Walk  
Horsham  
West Sussex RH12 2LJ**

Date of Birth: **21/11/62**

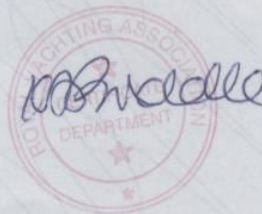
Place of Birth: Town: **Harare**

Country: **Zimbabwe**

Holder's Signature

Authorised by:

Date of Issue: **11/04/05**





Director for Education and the Arts  
Robert Back

Adult Education Service  
Haywards Heath Adult Education Manager  
Dave Farmer

Haywards Heath Adult Education Centre  
Oathall Community College, Appledore  
Gardens, Haywards Heath RH16 2AQ  
Tel: 01444 452163  
Fax: 01444 441927  
e-mail: oaechayw@westsussex.gov.uk



## COURSE INFORMATION

Course Code:	GO658		
Name of Course:	RYA VHF Radio Short Range Certificate		
Start Date:	12 March 2005		
Day:	Saturday	Time:	9.00am-6.00pm
Venue:	Oathall Community College	Room:	
Tutor:	Colin Green		

*If you require directions to your venue please contact Haywards Heath Adult Education for a map.*

### This course aims to:

- Enable students to make effective use of radio communication equipment for distress and safety at sea.
- Demonstrate procedures on the operation of Global Marine Distress Safety Systems (GMDSS)
- Enable students to be assessed and qualify for a licence to operate (Short Range Certificate)

### It is for:

- Yacht and power boat owners or enthusiasts who go to sea and may wish to use the radio communication equipment.
- Anyone who wishes to undertake practical RYA courses or coastal skipper/yachtmaster shore based classes.
- Students that may find themselves sailing aboard a vessel with new equipment installed.

### On the course:

Students will learn to make communication with:

- The coastguard for all matters concerning navigation and safety at sea.
- Harbour authorities for breathing requirements
- Marinas and yacht clubs for those involved in local cub regattas or racing.

The content and outcomes of the course will be discussed with you and may be adapted to meet your needs and those of the group. As a guide by the end of the course you should be able to:

- Understand requirements for licence to operate
- Understand requirements a ship radio licence
- Explain distress calls
- Demonstrate urgency calls
- Avoid creating interference to other users
- Make effective use of equipment for safety information

The West Sussex Education Service welcomes learners from all sections of our diverse community. If you feel you have additional learning needs please ask about the support which is available.

THIS IS TO CERTIFY THAT:

*Phil C. Morris*

Has successfully completed a programme of training approved by the Maritime and Coastguard Agency meeting the requirements laid down in:

STCW 95 – code Table A-V1/1-1

## PERSONAL SURVIVAL TECHNIQUES

And has also met the additional criteria specified in the STCW Convention applicable to the issue of the certificate.  
This certificate is issued under the Authority of the Marine and Coastguard Agency of the United Kingdom and Northern Ireland, an executive agency of the Department of the Environment, Transport Regions

Date of Birth: 21-Nov-1962

Signature of Candidate: \_\_\_\_\_

Discharge book number (or other National I.D): PB209938C

Signature of Authorised Representative: \_\_\_\_\_

Issuing Authority Stamp and Date: 29-May-2007



THIS IS TO CERTIFY THAT:

*Phil C. Morris*

Has successfully completed a programme of training approved by the Maritime and Coastguard Agency meeting the requirements laid down in:

STCW95 SECTION A-VI/I and REG.VI/I,PARA2.1.4 & MNTB

## PERSONAL SAFETY & SOCIAL RESPONSIBILITY

And has also met the additional criteria specified in the STCW Convention applicable to the issue of the certificate.  
This certificate is issued under the Authority of the Marine and Coastguard Agency of the United Kingdom and Northern Ireland, an executive agency of the Department of the Environment, Transport Regions

Date of Birth: 21-Nov-1962

Signature of Candidate:

Discharge book number (or other National I.D): PB209938C

Signature of Authorised Representative:

Issuing Authority Stamp and Date: 02-Jun-2007



Issuing Authority:  
**NATIONAL SEA TRAINING CENTRE**

NORTH WEST KENT COLLEGE, GRAVESEND CAMPUS, DERING WAY,  
GRAVESEND, KENT, DA12 2JJ, ENGLAND, UK.  
TEL: + 44 (0)1322 629600 FAX: + 44 (0)1322 629687

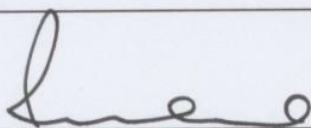



**TRAINING IN FIRE PREVENTION AND FIRE FIGHTING**

This is to certify that: <b>PHIL MORRIS</b>		Certificate number: <b>FPFF 002979</b>
Date of birth: <b>21/11/1962</b>	Discharge book number or national I.D. <b>PB 20 99 38 C</b>	

Has successfully completed a programme of training approved by the Maritime and Coastguard agency, meeting the requirements laid down in: **STCW95 regulation V1 /1 and Section A-V1 / 1-2 of STCW Code** and has also met the additional criteria specified in the STCW Convention, applicable to the issue of the certificate.

This certificate is issued under the authority of the Maritime and Coastguard Agency of the United Kingdom of Great Britain and Northern Ireland, an executive agency of the Department of Environment, Transport and the Regions.

Signature of Authorised Representative: <b>R. TATE</b>		Issuing Authority Stamp and Date: 
Signature of candidate:		

Inquiries concerning this certificate should be addressed to the Issuing Authority at the address above.





**FIRE  
SAFETY  
TRAINING**

# CERTIFICATE OF ACHIEVEMENT

This is to certify that:

**Phil Morris**

Of

**Bentley Systems**

Has completed the Fire Awareness in the Workplace  
course and gained a mark of:

**95%**

Completed on:

**15 February 2007**





United Kingdom Sailing Academy  
West Cove  
Isle of Wight  
PO31 7PQ  
Telephone 01983 294941  
Facsimile 01983 295938  
Email info@uksa.org  
www.uksa.org

**Cert No 3287**

**Elementary First Aid**

**This is to certify that                      Phil C. Morris**

**Date of Birth                                      21-Nov-1962**

**Discharge Book No                      PB209938C**  
*(or other proof of National Identity)*

has successfully completed a programme of training approved by the  
Maritime and Coastguard Agency meeting the requirements laid down  
in

**STCW Code Section A- VI/1-3**

And has also met the additional criteria specified in the STCW Convention,  
applicable to the issue of the certificate.

This Certificate is issued under the authority of the Marine and Coastguard  
Agency of the United Kingdom and Northern Ireland, an executive agency  
Of the Department of the Environment, Transport Regions.

**Student Signature .....**

**Signature of Principal or  
Authorised Representative**

**Issuing Authority  
Stamp & Date**

**28-May-2007**



# SEAFARER MEDICAL REPORT FORM (ML5) AND ML5 CERTIFICATE

MSF 4112 / REV0404

## ML5 CERTIFICATE OF MEDICAL FITNESS based on the MARITIME AND COASTGUARD AGENCY (MCA) ML5 REPORT

This is to certify that

Surname

MORRIS

Forename(s)

PHILIP

Date of Birth

21.11.1962

Home Address

17 Garden Walk, Horsham

W. Sussex

Post Code : RH12 2LJ

has been assessed by me for medical fitness in accordance with the criteria specified by the MCA in the ML5 form and all assessment ticks are in Box 2 (right hand column). I have not included any comments affecting fitness in Section 8 (Additional Notes)

Signed (Medical Practitioner)

N. Ziyada

Name (Block letters)

20.1.2005

Address

Dr N. Ziyada MB.Ch.B, MRCP  
Holbrook Surgery  
Bartholomew Way, Horsham  
West Sussex, RH12 5JL  
Tel: 01403 755900 Fax: 755909

Doctor's Official Stamp

Dr N. Ziyada MB.Ch.B, MRCP  
Holbrook Surgery  
Bartholomew Way, Horsham  
West Sussex, RH12 5JL  
Tel: 01403 755900 Fax: 755909

GMC Registration Number

4273318

Certificate valid until\*

\*maximum 5 years from date of issue or 1 year for those over 65 years of age

Date Issued

20.1.2005

Name of RYA / MO  
Endorsing Officer\*\*

Signature

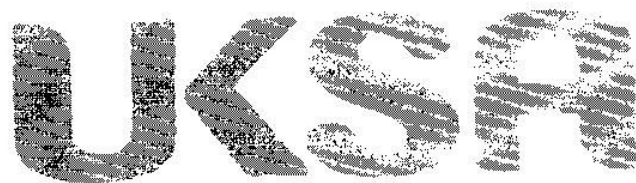
RYA or MO Stamp

Signature of Holder

Date

\*\* Endorsement not required for those not applying for a BML or RYA Certificate (See Note 4) on Page 1 of ML5 form)

See Notes Overleaf >



United Kingdom Sailing Academy

## **RYA DIESEL ENGINE MAINTENANCE**

### **The Course**

The aim of the course is to give an awareness of the main systems of marine diesel engines and the ability to take simple measures to prevent breakdown at sea and rectify defects which do not require workshop support.

This is a one day course which assumes no or little previous knowledge of diesel engines and covers the following topics:

1. Introduction
  - Principles of the diesel engine
2. The four-stroke cycle
  - Naturally aspirated engines
  - Turbocharging
  - Intercooling / Aftercooling
3. The fuel System
4. The cooling system
  - Sea and fresh water cooling
  - Temperature control
5. The air systems
6. Engine electrical systems
  - The Basic system
  - Battery capacity and care
  - Drive belts
  - The alternator
7. Spares and Tool requirements
8. Importance of winterisation and servicing
9. Fault Finding





United Kingdom  
Sailing Academy  
Arctic Road  
Cowes  
Isle of Wight PO31 7PQ

**Telephone** 01983 294941  
**Facsimile** 01983 295938

**Email** info@uksa.org  
**Visit** www.uksa.org

INVOICE

PHIL MORRIS  
17 GARDEN WALK  
HORSHAM  
SUSSEX  
RH12 2LJ

Invoice No.	0000021424
Invoice/Tax Date	31 Aug 2006
Order No.	
Account No.	CMORRISP

VAT Reg. No. 458 7681 91

DESCRIPTION	PRICE	VAT CODE
MEM 6/3 16 - 17 SEPTEMBER 2006 ***** BALANCE PAID IN FULL WITH THANKS	200.00	2

### Course content

The course covers marine engines, outboard maintenance and marine electrical systems. Ideally suited to those who own their own yacht and want to learn more about maintenance, basic repairs and fault finding.

### Marine Engineering Module

- Diesel engine theory
- Fault finding
- Outboard maintenance
- Servicing and basic marine electrics
- Two and four stroke outboards
- Four stroke cycle
- Fuel systems
- Cooling systems
- Electrics care
- Fault finding



## MARINE ENGINEERING

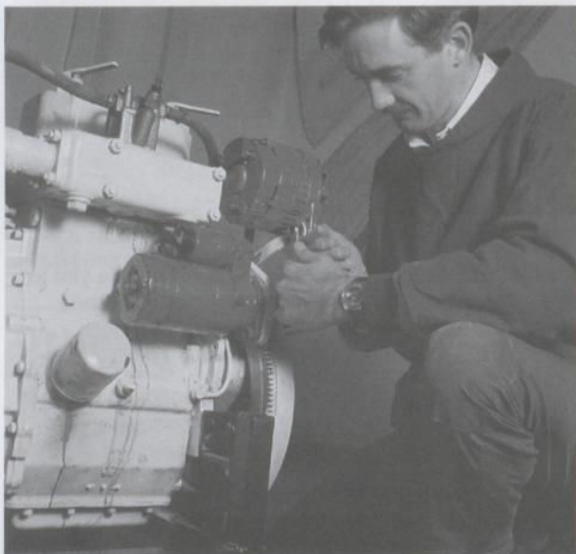
Modern engines and outboards, are very reliable but do need the right regular maintenance to ensure that they continue to perform when we need them. In fact, a boat owner that has a little knowledge can complete most servicing and maintenance tasks, without reference to a marine engineer. Electrical systems are particularly important, no battery means no engine which could be a major problem for a motor vessel and an inconvenience for a sailing yacht; no auto-helm, no plotter and no fridge. You are able to choose from three courses to enhance your knowledge of marine engineering and systems; the RYA diesel engine maintenance gives a one-day introduction to small marine engines, the UKSA Marine Engineering Weekend includes large engines, outboard maintenance and marine electrical systems.

### RYA Diesel Engine Maintenance

An introductory course in diesel engine maintenance which includes fault finding and general fault diagnosis. At the end of the course we aim to give you a good basic understanding of small marine diesel engines and with some practice you will be able to carry out routine maintenance with confidence. The course is ideal as an introductory course and no previous experience is required. If you would like to do some pre course reading we would recommend Diesel Trouble-shooter - Don Seddon, ( £11.99).

**This is a one day non residential course (starting at 0900 and finishing at 1700)**

### UKSA Marine Engineering Weekend



A course for both sail and motor yachts introducing diesel engine theory and fault finding, outboard maintenance, servicing and basic marine electrics. An excellent course for beginners presenting a broad introduction to the fundamentals of marine diesel engines, two and four stroke outboards, the four stroke cycle, fuel system, cooling system, electrics care and fault finding. The course is taught in our purpose built workshops with a mixture of theory, demonstration and practical sessions.

No previous engineering experience is necessary.

At the end of the course and after some practice we aim to give you the knowledge and skills to find faults, perform servicing, maintenance tasks and run preventative maintenance on your on board systems, engine installation and outboards.

**This is a residential weekend course (0900 Saturday - 1600 Sunday)**

### MCA Approved Engine Course (AEC)

A more advanced course suitable for the owner or crew of a motor yacht or larger sailing yacht. The course includes both theoretical and practical elements and covers the general principles of compression ignition engines including construction, fuel systems, the role of air in combustion, cooling system and lubrication system, continuing with engine electrical systems, power transmission, hull fittings, pollution legislation, safe working practices and LPG installations. Fault finding and rectification is included in each section.

The course is taught by a senior and experienced marine engineer in our purpose built workshop. At the end of the period we aim to give you a thorough understanding of larger marine installations and auxiliary services and with some practice enable you to undertake servicing, fault finding and diagnosis.

You will need some knowledge before the course, an RYA diesel engine maintenance course or equivalent practical experience. **This is a 4 day residential course (starting at 0900 on the first day - finishing at 1700 on the last)**



THIS IS TO CERTIFY THAT:

*Phil Morris*

Has attended an MCA approved course compliant with:-  
The recommendations contained in  
"The Safety of Small Commercial Motor Vessels" - A Code of Practice  
"The Code of Practice for Safety of Large Commercial  
Sailing and Motor Vessels"

**CERTIFICATE OF BASIC TRAINING AND INSTRUCTION**

**AEC COURSE**

FROM: 18-Nov-2006

TO: 21-Nov-2006

Date of Birth: 21-Nov-1962

Signature of Candidate:

Discharge book number (or other National I.D): 060066437

Signature of Authorised Representative:

Issuing Authority Stamp and Date: 21-Nov-2006



## MOTOR CONVERSION

5 DAYS

### Aims

Why limit yourself to just sail?

With 75% of the global superyacht fleet motor based, professionals seeking employment are increasingly required to hold relevant command endorsed motor qualifications. To meet this requirement the UKSA offer the motor conversion for all students enrolled upon our sail based PCST course.

### Benefits

*Fairline Phantom 38 twin screw semi displacement motor vessel.*

*in 370 hp Diesels, top speed 29-32 knots.*

*Contra-rotating shafts, bow thruster.*

*6 berth, quality interior*

*Nav. / helm on fly bridge.*

*Electronic charts and Radar*

### Syllabus

The programme will concentrate on the different handling characteristics of motor vessels:

Equipped with onboard electronic charts and radar.

Coming to and weighing anchor.

Picking up and leaving a mooring buoy.

Berthing and leaving a berth, alongside or between piles.

Recovery of man overboard.

Boat handling in confined areas.

Boat handling in heavy weather

Use of warps for securing in an alongside berth and for shifting berth or winding.

Radar blind pilotage techniques.

High speed navigation.

Power passage planning.

Use of bow thrusters.

Manoeuvring using matched propellers.

### Qualifications

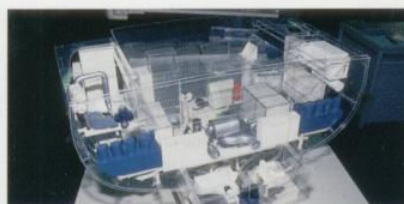
RYA Coastal Skipper Power or  
RYA Yachtmaster Offshore Power.\*

\*Please note – Candidates wishing to obtain the RYA Yachtmaster Power qualification must have logged 1250 Power miles in a power vessel including 3 skippered passages of 60 miles or over prior to attending the MC course in order to be entered for the RYA Yachtmaster Power examination. Students who have no previous power mileage but who have completed the UKSA PCST course can be entered for the RYA Coastal Skipper Power qualification. Alternatively candidates can opt to complete two weeks MYI which will enable students to achieve their RYA Yachtmaster Offshore Power award.



## AEC

4 DAYS UK



### Aims

Students wishing to enter the yachting industry as onboard engineers can train for the MCA Approved Engine Course (AEC).

### Benefits

A four day attendance course.

Ideal addition to the skills portfolio of UKSA PCST students.

Develop your basic understanding from the RYA Diesel Engine Maintenance course offered on PCST course.

Gain confidence and knowledge of large engine operation on big boats.

Work as the engineer aboard a vessel over 24 metres in length.

Entry level MCA Engineering Officer training qualification.

Greatly increased career opportunities.

Work as either engineer or dual role skipper/engineer.

### Syllabus

Compression ignition engine (general principals).

Cycle of operation and construction details.

Fuel system.

Role of air in the combustion process.

Cooling systems.

Lubrication technology.

Engine electrical systems.

Power transmission.

Hull fittings.

Pollution legislation.

Code of Safe Working Practices.

Bottled LPG installations.

### Qualifications

Approved Engine Course (AEC)



## SHIP SECURITY OFFICER

3 DAYS

### Aims

To develop an adequate knowledge, skill and understanding of onboard ship security techniques and security management procedures to enable graduates to undertake the duties of a Ship Security Officer

With new MCA guidelines requiring all boats over 500gt to have a trained Ship Security Officer onboard, the Ship Security Officer is a must have three day inclusion for anyone keen to develop their career for work on large vessels. This 3 day bolt on module is available for students booking the PCST or MYST course programmes

### Benefits

Maintain and supervise security operations onboard while recommending modifications to the ships security plan.

Undertake regular security inspections of ships to ensure that appropriate security measures are maintained.

Coordinate the security aspect of the handling of cargo and ships stores.

Learn how to respond to security threats, breaches of security and emergency situations.

Plan ship security arrangements including ship security assessments & security plans, documentation and control measures.

Take part in practical demonstrations and exercises on a wide range of onboard security issues and techniques.

Guidance on methods of personnel searches and non-intrusive inspections.

Learn how to recognise and detect weapons, dangerous substances, suspicious devices and components.

Develop your ability to organise and performance of all personnel responsible for ship and port security.

Implementation of the Ship Security Plan including response to emergency situations and security levels.

### Syllabus

Background to the International Maritime Security Framework.

Introduction to ISPS Code and SOLAS amendments.

Crowd management and control techniques.

Communications security.

Marine terrorism and piracy counter measures.

Implementation and co-ordination of searches onboard.

Identification of restricted areas and measures for the prevention of access in port.

Operational requirements for shipping companies, Company Security Officers & Ship Security Officers.

Training in the operation, testing, calibration and maintenance of security systems and search equipment.

### Qualifications

Ship Security Officer



# certificate

# infrasoft

This is to certify that

***Philip Morris***

of

***Infrasoft Solutions Ltd***

has attended a training course on

***MX Foundation***

during

***17-19th October 2000***

signed

date



Course Manager

***09 March 2001***

ONE TEAM



ACADEMY

# Diploma

*Phil Morris*

Name

has been awarded this diploma following completion of  
a training program within the One Team Academy.

*3D Studio VIZ 3 Training*

Name of course

has the goal of developing the participant within his or  
her profession and business area for future challenges, new markets  
and new solutions as a partner in the Autodesk One Team.

*Leatherhead 1st - 3rd August 2001*

*Peter Crawley*

Place and date

Signed

A handwritten signature in black ink, appearing to read 'P. Crawley'.

**autodesk**



**Horsham ACL Centre**  
Horsham ACL Centre  
Comptons Lane  
Horsham  
Tel: 01403 261088  
Fax: 01403 756268  
Email Addr: horsham.aec@westsussex.gov.uk  
Web Addr: www.westsussex.gov.uk/adulteducation

Your Student Ref: **114141**  
Your Receipt No: **WS723245**  
Type: **Enrolment**  
Printed: **03/03/08**  
Time: **14:28**

To: **MR PHILIP MORRIS**  
**17 GARDEN WALK**  
**HORSHAM**  
**SUSSEX**  
**RH12 2LJ**

## Receipt

Issued by: **HORSHAMLW**

### Course Information

Course Information													
Code	Title	Terms Enrol'd						Start Time	Exam	Fees	External Account	Paid	
		1	2	3	4	5	6						Room
Q1257B	SPANISH ENTRY STAGE 2 SUMMER TERM at Millais School, Horsham	NNYNNN with MRS J CARDENAS						22/04/08	01/07/08	1900	68.00	0.00	68.00
Totals:											68.00	0.00	68.00

### Payment Method(s):

Account Balance	0.00
External Account	0.00
Cash	0.00
Cheque	68.00
Credit Card	0.00
<b>Total:</b>	<b>68.00</b>
<b>Outstanding:</b>	<b>0.00</b>
<b>(Total Fees - Total Payments)</b>	

YOUR RECEIPT  
Thank you  
Call again

03.08

1 \*68.00

1

\*68.00

02-18\*

8265

1

Please keep this receipt safe- you may need to refer to it.

Make a note of your Student reference number at the top right of this page.

You can also register and enrol for courses online at  
[www.westsussex.gov.uk/adulteducation](http://www.westsussex.gov.uk/adulteducation) using your Student reference  
number.