

The HOLT Isle of Wight

Unique Learner Number Procedure

[Using the learning records service (LRS) for learning providers and local authorities - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/learner-registration-bodies-user-guide/using-the-learning-records-service-lrs-for-learning-providers-and-local-authorities)

This guide is to assist the Exams team in obtaining and using Learner ULN’s when registering clients for accreditation, recording achievement, uploading results etc.

Information about the procedure to follow to obtain the ULN for a learner can be found at the above link for the Learning Records Service.

Anyone involved in obtaining ULN’s for clients must observe strict confidentiality rules with information being accessible only to the exams team.