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Dear Keith

### **LEVEL 2 CERTIFICATE IN COACHING CYCLING**

Following the assessment of your Candidate Pack, it is my pleasure to inform you that you have now successfully completed all of the requirements of the Level 2 Certificate in Coaching Cycling. Please accept my congratulations and we will now request your certificate from 1st4sport Qualifications.

Please find enclosed your Candidate Pack, together with the completed assessment forms for your records. You should note that our Awarding Body, 1st4sport Qualifications, requires us to keep all completed theory papers for six months and after that time to destroy them. Therefore, Assessment Task A6 is not included in your returned Candidate Pack. Any feedback regarding this task will be included on the relevant assessment form. Your new coaching status (Level 2 Coach) will appear as an endorsement on your British Cycling licence (new copy to follow).

I trust you will find the comments in your Candidate Pack and assessment forms both helpful and informative, but should you require any further information or assistance, please do not hesitate to contact Coaching and Education on 0161 274 2060 or by email on [coaching@britishcycling.org.uk](mailto:coaching@britishcycling.org.uk).

Please accept my best wishes for your future coaching activities and congratulations once again.

Yours sincerely

A handwritten signature in black ink, appearing to read 'John Mills'.

**John Mills**  
**Coaching, Education and Development Director**

Encs: Candidate Pack and assessment forms  
British Cycling Licence to follow

