

CCS Application Form - Administrators Instructions

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Before you post the CCS application form on your website, or print it out for people to use, there are a couple of things you need to do. The **CCS Application Form - Administrators Instructions** document gives you some simple instructions on how to make these changes.

The three steps outlined are:

1. Adapt the CCS Application Form (i.e. insert information such as your logo and contact details)
2. Save the CCS Application Form both as a WORD document and as a PDF
3. Post both documents, along with the CCS Application Guide, on your website

Please read the whole document.

[> > CCS Administrator Guide 2019-22 updated July 2020.pdf](#)
