



# ACCREDITED

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# CENTRE

INTERNATIONAL COMMERCIAL  
PARTNERSHIP WITH:

**ITOL**

INSTITUTE OF TRAINING &  
OCCUPATIONAL LEARNING



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## INTRODUCTION

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ITOL, the Institute of Training & Occupational Learning, provides independent, external certification for high quality training and learning activities which may have difficulty gaining recognition elsewhere. You have the opportunity to raise your profile within the wider L&D Profession by commercially aligning yourself with ITOL as an **Accredited Centre** and have full use of the internationally respected brand & logo.

Becoming recognised as an ITOL **International Accredited Centre** demonstrates that you have globally benchmarked and quality-assured your training against international standards and you have demonstrated your commitment to the highest quality of training design and delivery.

International Accredited Centre status can be achieved with minimal fuss and at a very competitive price. Our friendly expert team offer advice and support to ensure your training is quality assured and satisfies the criteria for the accreditation standards. We make the whole process better, easier and more affordable ***and we will support you every step of the way!***

# 1. WHAT ARE THE BENEFITS?

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There are **15 major benefits** to becoming an International Accredited Centre:

- ALL your training courses will be Accredited and certified by ITOL.
- ALL your students receive an ITOL Certificate as proof of their success with you.
- Public recognition that your training meets a quality standard which is recognised and approved by ITOL, an internationally strong brand in the L&D world.
- An unbiased, external assessment of the quality of your training.
- Increased marketing potential - stand out from the competitive herd.
- Competitive edge - it strengthens negotiation for training contracts.
- Enhances your business case for training.
- Gives your clients' confidence by demonstrating a commitment to excellence.
- Your learners have a better experience and enhance personal development opportunities, in turn they promote your training.
- Build a stronger training business built on best practice, quality and excellence of design and delivery.
- Attract talented people to work for you as a training employer committed to high standards.
- Use ITOL branding & logos to add professional credibility to your marketing messages along with web sites and social media platforms.
- An "International Accredited Centre" certificate to prominently display on site, (multi-site certificates if required).
- Personal professional credibility through individual membership of the Institute of Training & Occupational Learning (using the appropriate letters after your name).
- Be part of a growing international community committed to quality and sharing best practice.

## 2. HOW DOES THE PROCESS WORK?

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Accredited Centre status is achieved through a straightforward process. To show that you satisfy the criteria, you complete an initial application form followed by a face-to-face Zoom conversation. You will be asked to provide a sample of your training (course outlines, any assessments, sample of materials, etc.) and you may be asked for some other supporting documentation.

ITOL needs to satisfy itself that your training conforms to what we call 'learning logic' in other words - is it designed, and will it be delivered well enough to achieve its objectives and outcomes? - The sample will act as a 'model' of your training and on that basis **ALL OF YOUR COURSES WILL BE ACCREDITED**. Based on our initial consultations we trust you in ensuring that high quality standards are consistent and maintained throughout each program.

### 3. WHAT IS THE COST AND HOW LONG DOES IT TAKE?

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The fee structure is simple:

- ❖ Annual Centre fee of £1300.00. This includes ALL courses being accredited and provides 3 Trainers with individual memberships.
- ❖ Individual student registration is £10.00 and includes Registration, Certification and Enrolment on to the ITOL International Validation register.
- ❖ We anticipate the process will be completed within approximately 20 working days.

## 4. HOW ABOUT COPYRIGHT AND INTELLECTUAL PROPERTY?

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This is a concern for several partners. Rest assured that copyright and your Intellectual Property remains with you and your organization. Our panel of experts work under confidentiality agreements, and your content is strictly your IP and not to be shared with any other parties.

If it makes you more comfortable, we are happy to sign a non-disclosure agreement. If confidentiality is a serious concern for you, we are also happy to conduct your assessment on a face to face on your premises. There may be a small charge for this depending on your geographical location.