

# Recognition of Quality with ITOL Certification



- ✦ Internationally benchmark and quality-assure your training against international standards;
- ✦ Increase staff engagement with your development programmes;
- ✦ Demonstrate your commitment to the highest quality of training delivery;
- ✦ Add value and credibility to your training;
- ✦ Showcase the quality of staff development in your organisation;
- ✦ Validate your financial investment;

There are major advantages in having your training events and courses benchmarked and validated by an external Professional Body.

ITOL, the Institute of Training & Occupational Learning, provides independent, external certification for high quality training and learning activities which you may have difficulty gaining recognition elsewhere. You have the opportunity to raise your profile both within your organisation and the wider L&D Profession by using the Institute of Training & Occupational Learning brand and logo, signifying your commitment to quality.

Becoming recognised as a provider of ITOL certified training can be achieved quite simply. Our friendly expert team offer advice and support to ensure your training is quality assured and satisfies the criteria for the certification standards. We make the whole process better, easier and more affordable. **AND** we will support you every step of the way.

## How Does The Certification Process Work?

Certification is a straightforward process. To show that you satisfy the criteria, you complete an application form and send supporting documentation. A team of L&D experts check it out for what we call “learning logic” in other words is it designed, and will it be delivered, well enough to achieve its objectives and how will this be assessed. We do not certify the detailed content of your training - you are the ‘subject matter expert’, we provide the expertise in learning and development. Once our L&D experts are happy our friendly service team liaise with you to finalise the process.

ITOL recognise the need within organisations for shorter programmes of learning, less formal assessments and often meeting highly specific needs that national frameworks could never accommodate. Learners who successfully complete an ITOL Certified course will receive an internationally recognised ITOL Certificate, joint badged with your logo, which is uniquely numbered and becomes part of a completely transparent audit trail with international access.



Join ITOL's certified community and:

- ✚ Be recognised as a high-quality provider of training which creates learner confidence and demonstrates worthwhile time investment;
- ✚ Use the certification process to raise your profile both within your organisation and the wider L&D Profession by using ITOL's brand and logo, signifying your commitment to quality;
- ✚ Be confident in the quality of your internal validation process, which is assured by an independent panel of experts;
- ✚ Draw on advice from, and the continuing support of ITOL experts;
- ✚ Tap into the expertise of a global leader in L&D in order to keep up-to-date with the latest thinking and developments in designing and delivering training;
- ✚ Guarantee your participants not only quality training but also an internationally recognised audit system via uniquely numbered ITOL certificates, joint branded with your organisation;

## QUESTIONS YOU MAY HAVE:

### "Why Certify Your Training?"



In an increasingly competitive market, we have found among providers an appetite to stand out from the crowd by having their activities validated and certified for quality, and among professionals a desire for assistance in identifying good quality provision. Certification by ITOL provides a kite mark of quality that serves professionals and providers alike, and helps to raise overall standards. An independent standard enables potential clients to recognise high quality provision.

### "What Happens If We Don't Satisfy Your Criteria?"

ITOL demand high standards because we need good quality training provision to be recognised and encouraged. However, we do not justify our standards by operating on a '% fail' basis, we want all training provision to be recognised for its quality. Therefore, we work with you to help you achieve certification, our team is available to provide free advice and support until you are successful.

### "How about Copyright and Intellectual Property?"

This is a concern for a number of our providers. Rest assured that copyright and your Intellectual Property remains with you and your organisation. Our panel of experts work under confidentiality agreements, and it is clear that 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 basis. There may be a small charge for this depending on your geographical location.

### "What's The Cost and How Long Will It Take?"

The fee structure is really simple:

- Initial certification of one learning event £495
- Individual certification of further events £150
- Student registration/certification £20 per student
- **There are no re-certification fees!**

The whole process normally takes around 10 working days – sometimes sooner.

## Contact Us for a Free Consultation

**Telephone 0845 475 1969**

**Email: [ct@itol.org](mailto:ct@itol.org)**

**“You’ll be amazed how straight forward it is!”**

