Regulatory Conditions Section F

This table relates the Ofqual Conditions of Recognition (Section F) to the Policy and Procedures of The Learning Machine Ltd, and records the review dates when the conditions were last checked for compliance. The procedure is for each condition to be independently checked by a Director.

Links

Part 1 The awarding organisation

Go to A. Governance [1]

Go to B. The awarding organisation and Ofqual [2]

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Part 2 The regulated qualification

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Go **[5]** to E. Design and development of qualifications **[5]**

Go to F. Providing qualifications to purchasers [6]

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Conditions	Reference to TLM Policy and Procedures	Date reviewed
F. Providing qualifications to purchasers		
Condition F1 Information on fees and features of a qualification		
Making fee information available F1.1 Where an awarding organisation produces a list of standard fees for the qualifications which it makes available and for any associated services, it must ensure that the list is	Fees [11]	4th October 2011 (IL) 12/03/2012 (SE) 15/04/2013 (IL) 07/05/2014 (IL) 14/04/15 (SE)

(function(i,s,o,g,r,a,m){i['GoogleAnalyticsObject']=r;i[r]=i[r]||function(){ (i[r].q=i[r].q||[]).push(arguments)},i[r].l=1*new Date();a=s.createElement(o), m=s.getElementsByTagName(o)[0];a.async=1;a.src=g;m.parentNode.insertBefore(a,m) })(window,document,'script','//www.google-analytics.com/analytics.js','ga'); ga('create', 'UA-46896377-2', 'auto'); ga('send', 'pageview');

accessible to potential purchasers, at least by means of – (a) making the list available on the internet, in particular by means of a hyperlink to it that is placed on the Register, or (b) providing potential purchasers with a copy of the list.		4/9/16 (JK) 5/8/17 (JK) 16/1/18 07/08/18 (PT)
F1.2 Where an awarding organisation does not produce such a list, it must, on request, provide to a potential purchaser – (a) information as to its fees for those qualifications and services, or (b) if it is not possible to determine those fees exactly, a statement of the method by which its fees are calculated or a reasonably detailed estimate of the price that he or she would have to pay.	Fees [11]	4th October 2011 (IL) 12/03/2012 (SE) 15/04/2013 (IL) 07/05/2014 (IL) 14/04/15 (SE) 4/9/16 (JK) 5/8/17 (JK) 16/1/18 07/08/18 (PT)
F1.3 An awarding organisation must ensure that in each case it has in place pricing structures that would be clear to the reasonable purchaser.	Fees [11]	4th October 2011 (IL) 12/03/2012 (SE) 15/04/2013 (IL) 07/05/2014 (IL) 14/04/15 (SE) 4/9/16 (JK) 5/8/17 (JK) 16/1/18 07/08/18 (PT)
F1.4 Where an awarding organisation provides or makes available any information as to its fees or the method by which they are calculated, it must at the same time provide or make available information as to the main features of the qualifications	Fees [11]	4th October 2011 (IL) 12/03/2012 (SE) 15/04/2013 (IL) 07/05/2014 (IL) 14/04/15 (SE)

(function(i,s,o,g,r,a,m){i['GoogleAnalyticsObject']=r;i[r]=i[r]||function(){ (i[r].q=i[r].q||[]).push(arguments)},i[r].l=1*new Date();a=s.createElement(o), m=s.getElementsByTagName(o)[0];a.async=1;a.src=g;m.parentNode.insertBefore(a,m) })(window,document,'script','//www.google-analytics.com/analytics.js','ga'); ga('create', 'UA-46896377-2', 'auto'); ga('send', 'pageview');

and associated services to which the fees relate, unless this is already clear from the context.		4/9/16 (JK) 5/8/17 (JK) 16/1/18 07/08/18 (PT)
Making fee information available to satisfy the planning requirements of purchasers F1.5 Where an awarding organisation provides or makes available any information as to its fees or the method by which they are calculated, it must take all reasonable steps to do so sufficiently far in advance of the time at which the qualifications to which those fees relate will be made available to Learners as to satisfy the reasonable planning requirements of potential purchasers.	Fees [11]	4th October 2011 (IL) 12/03/2012 (SE) 15/04/2013 (IL) 07/05/2014 (IL) 14/04/15 (SE) 4/9/16 (JK) 5/8/17 (JK) 16/1/18 07/08/18 (PT)
F1.6 Where such information cannot be provided or made available to this timescale, the awarding organisation must instead provide or make available to potential purchasers information that is sufficient to give a reasonable indication of its likely fees, together with a clear statement to make potential purchasers aware that this information is only indicative.	Fees [11]	4th October 2011 (IL) 12/03/2012 (SE) 15/04/2013 (IL) 07/05/2014 (IL) 14/04/15 (SE) 4/9/16 (JK) 5/8/17 (JK) 16/1/18 07/08/18 (PT)
Condition F2 Packaging qualifications with other products or services		
F2.1 Where an awarding organisation makes available a qualification both in a package with other products or services and separately from those other products or services, it must inform	Additions [12]	4th October 2011 (IL) 12/03/2012 (SE) 15/04/2013 (IL) 07/05/2014 (IL)

(function(i,s,o,g,r,a,m){i['GoogleAnalyticsObject']=r;i[r]=i[r]||function(){ (i[r].q=i[r].q||[]).push(arguments)},i[r].l=1*new Date();a=s.createElement(o), m=s.getElementsByTagName(o)[0];a.async=1;a.src=g;m.parentNode.insertBefore(a,m) })(window,document,'script','//www.google-analytics.com/analytics.js','ga'); ga('create', 'UA-46896377-2', 'auto'); ga('send', 'pageview');

purchasers prior to the time of purchase that the qualification may be purchased separately or in a package.		30/6/2014 (IL) 14/04/15 (SE) 4/9/16 (JK) 5/8/17 (JK) 16/1/18 07/08/18 (PT)
F2.2 An awarding organisation must not make available a qualification in a package together with other products or services unless it also makes available that qualification without other products or services, except where it – (a) from time to time seeks comments from purchasers on whether the packaging of the qualification with the particular products or services is appropriate, and (b) reasonably concludes that continuing to make available the package is appropriate.		4th October 2011 (IL) 12/03/2012 (SE) 15/04/2013 (IL) 07/05/2014 (IL) 30/6/2014 (IL) 14/04/15 (SE) 4/9/16 (JK) 5/8/17 (JK) 16/1/18 07/08/18 (PT)
Condition F3 Invoicing		
F3.1 An awarding organisation must – (a) ensure that its invoices in relation to the provision of qualifications are issued in a timely manner, and (b) provide a breakdown of its fees to a reasonable level of detail following a request from a purchaser.	Invoicing [13]	4th October 2011 (IL) 12/03/2012 (SE) 15/04/2013 (IL) 07/05/2014 (IL) 14/04/15 (SE) 4/9/16 (JK) 5/8/17 (JK) 16/1/18 07/08/18 (PT)
F3.2 An awarding organisation must establish, maintain, publish and	Invoicing [13]	4th October 2011 (IL) 12/03/2012 (SE)

(function(i,s,o,g,r,a,m){i['GoogleAnalyticsObject']=r;i[r]=i[r]||function(){ (i[r].q=i[r].q||[]).push(arguments)},i[r].l=1*new Date();a=s.createElement(o), m=s.getElementsByTagName(o)[0];a.async=1;a.src=g;m.parentNode.insertBefore(a,m) })(window,document,'script','//www.google-analytics.com/analytics.js','ga'); ga('create', 'UA-46896377-2', 'auto'); ga('send', 'pageview');

comply with a written policy on invoicing.		15/04/2013 (IL) 07/05/2014 (IL) 14/04/15 (SE) 4/9/16 (JK) 5/8/17 (JK) 16/1/18 07/08/18 (PT)
F3.3 The policy must specify the processes to be followed by the awarding organisation in relation to the issue, payment and retention of invoices and the content of invoices.	Invoicing [13]	4th October 2011 (IL) 12/03/2012 (SE) 15/04/2013 (IL) 07/05/2014 (IL) 14/04/15 (SE) 4/9/16 (JK) 5/8/17 (JK) 16/1/18 07/08/18 (PT)
Go **[7]** to G. Setting and Delivering the Assessment **[7]**		

Source URL: https://theingots.org/community/ofqualF

Links
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[2] https://theingots.org/community/ofqualB
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[5] https://theingots.org/community/ofqualE
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[7] https://theingots.org/community/ofqualG

(function(i,s,o,g,r,a,m){i['GoogleAnalyticsObject']=r;i[r]=i[r]||function(){ (i[r].q=i[r].q||[]).push(arguments)},i[r].l=1*new Date();a=s.createElement(o), m=s.getElementsByTagName(o)[0];a.async=1;a.src=g;m.parentNode.insertBefore(a,m) })(window,document,'script','//www.google-analytics.com/analytics.js','ga'); ga('create', 'UA-46896377-2', 'auto'); ga('send', 'pageview');

[8] https://theingots.org/community/ofqualH
[9] https://theingots.org/community/ofqualI
[10] https://theingots.org/community/ofqualJ
[11] https://theingots.org/community/Ofqual_fees#1
[12] https://theingots.org/community/Ofqual_fees#2
[13] https://theingots.org/community/Ofqual_fees#3

(function(i,s,o,g,r,a,m){i['GoogleAnalyticsObject']=r;i[r]=i[r]||function(){ (i[r].q=i[r].q||[]).push(arguments)},i[r].l=1*new Date();a=s.createElement(o), m=s.getElementsByTagName(o)[0];a.async=1;a.src=g;m.parentNode.insertBefore(a,m) })(window,document,'script','//www.google-analytics.com/analytics.js','ga'); ga('create', 'UA-46896377-2', 'auto'); ga('send', 'pageview');