CERTIFICATE OF VALIDATION

New validation

Validation Process: **New**

Provider Name	Accounting Technicians Ireland
Date of Validation	07-Apr-20

	Code	Title	Award	Exit Only
Principal Programme	PG24348	Advanced Certificate in Accounting	Advanced Certificate (Advanced Certificate at NFQ Level 6) 6M20930 180 credits	N/A
Embedded Programme	N/A			

	First Intake	Last Intake
Enrolment Interval	Aug-20	Aug-25

Principal Programme

	Full Time	Part Time	Delivery Mode: full-time / part-time	Full Time, Part Time
Intakes per Annum:	2	2		
Minimum Learners per Intake:	100	100		
Maximum Learners per Intake:	240	240		
Duration (months)	24	24		

Target Learner Groups

The target learner group is all learners who meet or exceed the minimum entry requirements as outlined below and have been accepted by an ATI and SOLAS approved employer as an employee and registered as an apprentice.

For Leaving Cert students, the minimum entry requirements are 300 LC points and at least an O6 grade in English and Maths or Accountancy.

For those who don't have the requisite LC points, a PLC course at level 5 or above will also make them eligible to apply.

Mature learners (over 23 years of age), are also eligible to apply. If they do not have the requisite academic qualifications, a mature questionnaire will be conducted by telephone to determine their suitability for the programme.

Brief Synopsis of the Programmes

The Accounting Technician Apprenticeship Programme is a two-year, workbased learning programme which is delivered by Accounting Technicians Ireland in partnership with local colleges. The programme is aimed at new
entrants to the industry and leads to a QQI Level 6 Advanced Certificate in Accounting.
The programme's concept was developed by Accounting Technicians Ireland and a Consortium Steering Group comprising professional accountancy bodies such as Chartered Accountants Ireland, qualified members of Accounting Technicians Ireland, employers, academics and other relevant stakeholder experts.
This apprenticeship is a system of employment focused training and education which enables a person to obtain the skills, knowledge and
competencies required to perform efficiently as an Accounting Technician, to respond appropriately to technical change, and to seek progression through
further education and training within the National Framework of Qualifications (NFQ).
The apprenticeship programme consists of alternating elements of On-the-Job and Off-the-Job training and education. This model of training allows apprentices to integrate the knowledge and skills acquired during Off-the-Job training and education with those gained in the On-the-Job phases of training. This exposure to changing work contexts and the opportunity to further practice and develop the knowledge and skills enables apprentices to achieve the high levels of competence expected of them in the contemporary workplace.
The structure of the apprenticeship programme ensures that the training and education delivered to apprentices are grounded in the needs of the workplace. The culture of apprenticeship learning and development prepares apprentices to be adaptable, flexible, be self-motivated and to
manage change. The programme also prepares the apprentice to meet the challenges of future developments in the occupation and the workplace by equipping them with the necessary skills, knowledge and competence.
The alternating training generally consists of one day Off-the-Job training and education in a local college and four days On-the-Job training in the relevant workplace.
On-the-Job training takes place with the employer and is overseen by the workplace mentor. This time in employment lasts for the duration of the
apprenticeship (104 weeks) and alternates with the college delivery.
The Off-the-Job training takes place in ATI approved collaborating partner collleges over a 30 week period each year for a duration of two years.
The apprentices have an appointed college mentor who ensures that the apprentice stays on track with learning and with the programme through
regular review meetings with the apprentice and the workplace mentors. Part of the mentoring role is to help empower the apprentice to take responsibility for their own learning and career development.

Minimum Intended Programme Learning Outcomes

On completion of this programme the learner will be able to:

1. Refer to provider

Teaching and Learning Modes	1. Directed Learning 2. Group Discussions/Interactions 3. Lectures / Classes 4. Practical Sessions 5. Practical/workshop/Laboratories/studio sessions 6. Tutorials 7. Work Experience/Simulated Work environment

Approved Countries	Ireland

Physical Resource Requirements

Refer to provider

Staff Profiles	Qualifications and Experience	WTE
Teacher / Trainer	Registered with Teaching Council or Train the Trainer Qualfication.	1

Approved Centres	Centre	Minimum Enrolment per Annum	Maximum Enrolment per Annum
	38853S Accounting Technicians Ireland	10	100

Additional Locations	Location Name	Minimum Enrolment per Annum	Maximum Enrolment per Annum
	N/A		

Learner Teacher Ratios	Learning Activity	Ratio
	Classroom Face to Face	12

Programme being replaced by this Programme	Prog Code	Programme Title	Validated
	N/A		

Conditions of Validation of the Programmes Covered by this Certificate of Validation

Part 1: Statutory Conditions of Validation

The statutory (section 45(3) of the 2012 Act) conditions of validation are that the provider of the programme shall:

1. Co-operate with and assist QQI in the performance of QQI's functions in so far as those functions relate to the functions of the provider,
2. Establish procedures which are fair and consistent for the assessment of enrolled learners to ensure the standards of knowledge, skill or competence determined by QQI under section 49 (1) are acquired, and where appropriate, demonstrated, by enrolled learners,
3. Continue to comply with section 65 of the 2012 Act in respect of arrangements for the protection of enrolled learners, if applicable, and
4. Provide to QQI such information as QQI may from time to time require for the purposes of the performance of its functions, including information in respect of completion rates.

Part 2 Conditions of Validation Established by QQI Under section 45(4)(b) of the 2012 Act)

Part 2.1 Condition of Validation Concerning a Change in the QQI Award or Award Standard

1. Where QQI changes an award title, an award specification or an award standard that a programme depends upon, the provider shall not enrol any further learners on the affected programmes unless informed otherwise in writing by QQI (e.g. by the issue of a revised certificate of validation). The programme is considered validated for learners already enrolled on the affected programme.

Part 2.2 Condition of Validation Concerning the Duration of Enrolment

1.The duration of enrolment is the interval during which learners may be enrolled on the validated programme.

Validation is determined by QQI for a specified number of years of enrolment appropriate to the particular programme as indicated on the certificate on validation subject to unit 9.2.1. It is a condition of validation that the programme does not enrol any new learners outside this interval. A typical duration would be five years.

If a provider wishes to continue to enrol learners to the programme beyond this interval the provider must arrange in good time for it to be validated again by QQI, or exceptionally the provider may apply for extension of the duration of enrolment (unit (14)). In this context the provider may apply for validation of the programme from first principles or, alternatively, the provider may avail of the process for revalidation (unit (13)) by QQI.

Part 2.3 General Condition of Validation

The provider of the programme shall:

1. Ensure that the programme as implemented does not differ in a material way from the programme as validated; differing in a material way is defined as differing in any aspect of the programme or its implementation that was material to QQI's validation criteria.
2. Ensure that the programme is provided with the appropriate staff and physical resources as validated.
3. Implement in respect of the programme its written quality assurance procedures (as approved by QQI).
4. Make no significant change to the programme without the prior approval of QQI. (See unit (8)).
5. Unless otherwise agreed by QQI in writting, start implementing the programme as validated and enrol learners within 18 months of validation.
6. Continue in respect of the validated programme to comply with section 56 of the 2012 Act in respect of procedures for access, transfer and progression.
7. Implement the programme and procedures for assessment of learners in accordance with the Approved Programme Schedule and notify QQI in writing of any amendments to this arising from changes to the programme; see unit (9).
8. When advertising and promoting the programme and awards, use the programme title as validated, and the correct QQI award title(s), award type(s) and award class(es) indicating the level of the award(s) on the National Framework of Qualifications.

9. Adhere to QQI regulations and procedures for certfication.

10. Notify QQI in writing without delay of: a. Any material change to the programme; a. Anything that impacts on the integrity or reputation of the programme or the corresponding QQI awards; b. Anything that infringes the conditions of validation; or c. Anything that would be likely to cause QQI to consider reviewing the validation.

11. Notify QQI in writing to determine the implications for the provider's validated programmes, where the provider is likely to, or planning to, merge (amalgamate) with another entity or to acquire, or be acquired by, another entity (see unit (12.5)) .

12. Report to QQI, when required or requested, on its implementation of the programme and compliance with the conditions of validation.

Part 2.4 General Condition of Validation Arising from Specialised Validation Policy and Criteria

Part 2.5 Special Conditions of Validation