



CERTIFICATE OF VALIDATION

New validation

Validation Process: **New**

Provider Name	National College of Ireland
Date of Validation	15-Oct-20

	Code	Title	Award	Exit
Principal Programme	PG22712	Certificate in Business Management	Certificate (Minor Award at NFQ Level 6) 6H20359 60 credits	N/A
Embedded Programme	N/A			

	First Intake	Last Intake
Enrolment Interval	01-Jan-17	01-Sep-21

Principal Programme

	Full Time	Part Time	Delivery Mode: full-time / part-time
Maximum Intakes per Annum:	0	1	Part Time
Minimum Learners per Intake:	0	20	
Maximum Learners per Intake:	0	100	
Duration (months)	N/A	9	

Target Learner Groups

The target Students are students that will typically be mature Students with work experience, or who have previously worked in industry. Current programmes predominately consist of individuals employed in management in low to middle level positions that are seeking to develop their knowledge of business and management and enhance their career prospects. A proportion of the Students are individuals that are seeking to change career or develop into the management field and recognise the need for a third level qualification. Individuals that are working in organisations and have responsibility for the management of employees also enrol on the programme in addition to owner managers of organisations. This programme is for part-time students only, and is designed to appeal to those at work or seeking to re-enter the workforce. There are no specific academic requirements with applicants considered on the basis of relevant work and other experience. Under 23's will be assessed based on Leaving Certificate or equivalent. Work Experience Students are expected to presently, or have been in employment for a number of years prior to commencing the programme, and be working in or desiring to achieve advancement to a team lead, supervisory or managerial role.



Brief Synopsis of the Programmes

Students will be provided with transferable skills that enable them to perform effectively in a changing environment through focusing on the use of business-based content on the programme; emphasising ethical issues and practices of best practice; facilitating the communications and personal dimension, including the ability to interact well with clients and with colleagues; and developing the soft skills need by managers in their changing roles. The programme will be delivered wholly in blocks over three stages and desemesterised. This aims to facilitate a more attractive pattern of study for part-time students, instead of the current arrangement which is tied to the requirements of full-time students. This will provide students with a more coherent, less costly, and more engaging route for Students working in the Management and Business fields and seeking professional academic and practical development and experience. The programme seeks to develop, via its teaching and learning strategies, an understanding of core disciplines in the field of Business and Management, and to show how these link together enable graduates to deal with the tasks associated with their roles in a continually challenging and rapidly changing environment. This programme provides Students with the analytical and theoretical skills, tools and techniques to operate practically across a wide range of business functions in the private, public, voluntary, and community sectors.

The programme is designed to foster high academic standards and independent learning in all stages. Also, the adoption of a flexible approach to class contact usage, prioritizing lecturer supervised learning and incorporating blended elements into teaching provision, is designed to foster engagement.

Teaching and Learning Modes	1. Lectures / Classes 2. Practical Sessions 3. Tutorials
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Approved Countries	Ireland
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Physical Resource Requirements

The programme requires appropriate learning spaces to facilitate the teaching, learning & assessment strategy of the programme. Learning spaces should accommodate traditional classrooms, spaces for collaborative learning and access to appropriate technologies as required by individual module curriculum.

Staff Profiles	Qualifications and Experience	WTE
Lecturer	Lecturers with a Masters or PhD level qualification in an appropriate discipline with academic experience delivering modules in Management, Accounting, Law, Marketing or Human Resources at Level 8.	3
Programme Director	Programme Director who is responsible for the academic management of the programme and may also be a lecturer on the programme. The Programme Director will have at least a Masters or PhD qualification in an appropriate discipline.	1
Programme Coordinator	Programme Coordinator with experience in relationship management, academic support and programme delivery.	1

Approved Centres	Centre	Minimum Number of Learners per Intake per Centre	Maximum Number of Learners per Intake per Centre
	42522R National College of Ireland	20	100

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



Learner Teacher Ratios	Learning Activity	Ratio
	Tutorials	1:25
	Lectures	1:75

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 writing, 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 certification.

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

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Part 2.5 Special Conditions of Validation