



CERTIFICATE OF VALIDATION

Provider name	National College of Ireland
Date of validation	2 November 2016

	First intake	Last intake
Enrolment interval	September 2016	September 2020
Number of annual intakes	One	

	Code	Title	Award	Duration
Principal programme	PG22720	Higher Certificate in Business	Higher Certificate in Business – 6M20362	Two Years

	Name	Maximum number of learners	Minimum number of learners
Approved centre	National College of Ireland	As per the validated programmes	As per the validated programmes

Target learner groups	As per the validated programmes
Number of learners per intake	Minimum 15 Maximum 80
Approved countries for provision	Ireland
Delivery mode: Full-time/Part-time	Full-time/Part-time/Blended
The teaching and learning modalities	As per the validated programmes
Brief synopsis of the programme (e.g. who it is for, what is it for, what is involved for learners, what it leads to.)	As per the validated programmes
Specifications for teaching staff	As per the validated programmes
Specifications for the ratio of learners to teaching-staff	As per the validated programmes

Programmes being replaced		
Code	Title	Estimated closure date
PG19979	Higher Certificate in Business	31 December 2018

**Conditions of validation**

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

- a) 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,
- b) 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,
- c) continue to comply with [section 65 of the 2012 Act](#) in respect of arrangements for the protection of enrolled learners, if applicable, and
- d) 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.

Conditions from HET Core Validation Policy and Criteria 2010, Revised 2013

The provider of the programme shall (for each programme):

1. Maintain the status of the programme(s) recognition;
2. Establish, having regard to existing quality assurance procedures, procedures for quality assurance for the purpose of further improving and maintaining the quality of education and training which is provided, organised or procured by that provider as part of the programme(s) concerned, and agree those procedures with QQI;
3. Operate quality assurance procedures agreed with QQI;
4. Implement procedures for the assessment of learners which are consistent with Assessment and Standards, Revised 2013;
5. Implement the procedures described in the document Policies, Actions and Procedures for Access, Transfer and Progression for Learners;
6. Implement any special conditions of validation attached to the relevant awards standards.

Other conditions from HET Core Validation Policy and Criteria 2010, Revised 2013

7. Notify QQI of any change in circumstances affecting the provider which could affect or be perceived to affect the provision of the programme(s). This includes significant changes in corporate or academic governance, ownership, legal status, profile of teaching staff, profile of learners, numbers enrolled, facilities, or resources;
8. Maintain learner data records (personal identification, progression, module marks, stage classification etc.) in order to assist QQI in the performance of its functions;
9. Provide the information required by QQI's award making and monitoring functions, including information in respect of completion rates;
10. Implement the programme in accordance with the **approved programme schedule(s)** (appended) and current assessment strategies;
11. Subject to Section 4.6.1 of *HET Core Validation Policy and Criteria 2010, Revised 2013*, obtain QQI's approval prior to substantially amending the programme's minimum intended learning outcomes, save in the case of incremental enhancements arising from the implementation of findings of the provider's agreed quality assurance procedures;
12. Notify QQI of any information concerning the programme(s), or circumstances that may reasonably be expected to give QQI cause to consider reviewing the programme. Explicitly this includes where another awarding body withdraws or seeks to withdraw validation from the programme(s) and /or any alterations to accreditations (additions or withdrawals) by a professional or regulatory body;
13. Implement the programme(s) as agreed with the resources indicated;
14. Adhere to, and implement the Provider Lifecycle of Engagements.



Approved Programme Schedule(s)

Name of Provider		National College of Ireland									
Programme Title (i.e. named award)		Higher Certificate in Business									
Award Title (HETAC named award)		Higher Certificate in Business									
Stage Exit Award Title		n/a									
Modes of Delivery (FT/PT/ACCS/BLENDED/OC etc.)		Full Time, Part Time, Blended									
Award Class	Award NQF Level	Award EQF Level	Stage	Stage NQF Level	Stage EQF Level	Stage Credit (ECTS)	Date Effective		ISCED Subject Code		
Higher Certificate	6	6	1	6	6	120	1/9/16				
Ref	Module Title	Semester	Module		ECTS Credit Number	Total Student Effort			Allocation of Marks		
			Status (M/E)	NQF Level		Total Hours	Contact Hours	Independent Learning	Coursework %	Final %	Total %
	Managing Your Learning	1	M	6	5	125	36	89	100	0	100
	Financial Accounting	1/2	M	6	10	250	72	178	30	70	100
	Creativity, Teamwork and Business Skills	1/2	M	6	10	250	60	190	100	0	100
	Human Resource Management	1/2	M	6	10	250	60	190	40	60	100
	Marketing in the Digital Age	1/2	M	6	10	250	60	190	50	50	100
	Fundamentals of Management	1	M	6	5	125	36	89	50	50	100
	Brand Management	2	M	6	5	125	48	77	100	0	100
	Academic Writing Skills	2	M	6	5	125	36	89	100	0	100



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Modes of Delivery (FT/PT/ACCS/BLENDED/OC etc.)			Full Time, Part Time, Blended								
Award Class	Award NQF Level	Award EQF Level	Stage	Stage NQF Level	Stage EQF Level	Stage Credit (ECTS)	Date Effective		ISCED Subject Code		
Higher Certificate	6	6	AWARD	6	6	120	1/9/2017				
Ref	Module Title	Semester	Module		ECTS Credit Number	Total Student Effort			Allocation of Marks		
			Status (M/E)	NQF Level		Total Hours	Contact Hours	Independent Learning	Coursework	Final %	Total %
	Business Mathematics & Statistics	1/2	M	6	10	250	60	190	50	50	100
	Economics in the World	1/2	M	6	10	250	60	190	50	50	100
	Introduction to Entrepreneurship, Sales & Networking	1/2	M	6	10	250	60	190	100	0	100
	Aspects of Business Law	1	M	6	5	125	36	89	30	70	100
	Work, Business and Society in Ireland	1	M	6	5	125	36	89	100		100
	Individual Behaviour in the Organisation	2	M	6	5	125	36	89	30	70	100
	Software Applications for Business	2	M	6	5	125	36	89	100	0	100
	Portfolio Project	1/2	M	6	10	250	60	190	100	0	100