

**Policy Title**

Quality Endorsement Pending

**Policy Category**

Quality Endorsement

**Policy Objective**

To define the circumstances under which Quality Endorsement Pending status is granted to an ELT Centre, and the entitlements and responsibilities applying to it.

**Policy Statement**

- Quality Endorsement Pending status is granted to a new applicant which has successfully undergone the desk audit process and a Verification visit, but is not yet enrolling English language students.
- Pending status has been granted to some NEAS centres which were formerly provisional or accredited but not currently enrolling ELICOS students and therefore unable to gain NEAS Quality Endorsement.
- Quality Endorsement Pending status is also applied to centres which have not been able to satisfy the requirements of full NEAS Quality Endorsement following a review visit and are in the process of meeting identified action items.
- Quality Endorsement Pending status can be held for a maximum of two years.
- If the Centre does not qualify for full Quality Endorsement within this time, Quality Endorsement Pending status lapses and a new application would have to be submitted.
- A Centre with Quality Endorsement Pending status is entitled to:
  - have access to professional support and guidance from NEAS on ELT matters
  - be represented at the NEAS ELT Management Conference
  - be represented at NEAS information seminars
  - participate in NEAS Quality Learning Series workshops
  - send a copy of its Quality Endorsement Pending letter to the regulatory authority as evidence of its NEAS status
- A Centre with Quality Endorsement Pending status is required to:
  - comply with all legislative and regulatory requirements
  - advise NEAS immediately of any proposed changes to the Centre's scope of operations as advised in its application for NEAS membership
  - submit an Annual Return of Information after the first 12 months and pay the annual fee
  - notify NEAS once classes are in operation, to arrange a supplementary Quality Endorsement visit to complete the Quality Endorsement process

- A Centre with Quality Endorsement Pending status must not:
  - make any claim to being NEAS endorsed
  - display the NEAS logo on any documentation or marketing collateral, in electronic or hard copy form

#### **Linked Documents**

Policy – NEAS Quality Endorsement Committee

Created by: Marion Bagot	Issue Date: 8 August 2017
Reviewed by: Ana Bratkovic, Patrick Pheasant	Version 1.0