


#	POLICY TITLE	POLICY AREA:	VERSION:	DATE ADOPTED
	9.2 PROTECTION OF ENROLLED LEARNERS	9) PUBLIC INFORMATION AND COMMUNICATION	1.0	JULY 2020

Introduction and Context

Protection of Enrolled Learners (PEL)

Definitions:

Enrolled Learner: student fully registered with the College – application form accepted and required fee/part fee paid – for the purposes of completing an accredited programme of 3 months duration or longer.

The Qualifications and Quality Assurance (Education and Training) Act 2012 contains provisions for the protection of learners enrolled in programmes of education and training (Part 6, S. 64-67).

The legislation applies to all education providers (other than those specifically exempt under legislation) and to any course of 3 month duration or longer where fees have been charged.

QQI has developed protocols to facilitate providers in the fulfilment of their legal obligations with regard to PEL. These protocols apply in various ways to different categories of provider, depending on their relationship with QQI.

As summarised by QQI, the 2012 Acts seeks to ensure that:

- (1) Learners have an opportunity to complete a programme leading to an award
- (2) Learners are refunded the moneys most recently paid if a programme ends before they complete it
- (3) Learners are provided with adequate and accurate information about the programme that they wish to pursue and about the protection in place for them in event that the programme ceases prior to their completion. (Protection of Enrolled Learners: Protocols for the Implementation of Part 6 of the 2012 Act)

SNMCI is participating in the Higher Education Colleges Association (HECA) PEL scheme. Under this scheme, SNMCI programmes are ‘bonded’ by National College of Ireland (NCI) and Irish College of Humanities and Applied Sciences (ICHAS). This bonding is being complemented by the establishment of a Trust Fund, where 2% of annual fee income is being set aside to provide financial support to those colleges to ensure that your studies will be continued with the minimum amount of disruption. This means that in the event of SNMCI not being able to provide your programme for any reason including cessation of trading or withdrawal of validation, learners will be able to continue with their studies in

<ul style="list-style-type: none"> - Making arrangements for the protection of enrolled learners - Having a PEL policy in place which will be communicated to students and made available on the website - Minimising risk through appropriate control and monitoring activities, including - Designing and delivering programmes in accordance with contractual agreements with the Designated Awarding Body - Designing and delivering programmes in accordance with national Quality Assurance Requirements and Guidelines - Fulfilling Corporate Governance and financial reporting and regulatory obligations - Monitoring ‘risk’ at each stage of programme design, development and delivery 	<p>DQAA</p> <p>CEO</p> <p>Programme Management</p>	<p>QA Documentation</p> <p>Programme Documentation</p>
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Policy Control Sheet

Policy	QA 9.2 Protection of Enrolled Learners
Version	2.0
Adopted/Effective	July 2020
Supersedes	1.0
Monitoring/ Next Review Date	Yearly/July 021
Responsible Officer(s) Designated Reviewer(s)	CEO; DQAA
Scope	Programme Wide

References

SNMCI Policy area	9)Public Information and Communication: QA Vol 3
Developed with reference to	Qualifications and Quality Assurance (Education and Training) Act 2012, Part 6 “Protection of Enrolled Learners”
Related SNMCI Policies / Forms	Admissions; Fees; Refunds

Revision

Revision Number	Revision Description	Originator	Approved By
1.0 /07/2020	General Review	Office of DQAA	AB