



# Key Dates and Information

## AWARDS AND CERTIFICATION

### 2020 Certification Periods

- SUBMISSION DEADLINE
- FINAL STATEMENT OF RESULTS AND INVOICES AVAILABLE
- CERTIFICATES ISSUED

#### FEBRUARY



#### APRIL



#### JUNE



#### AUGUST



#### OCTOBER



#### DECEMBER



- » All results being submitted for a certification period must have gone through internal and external quality assurance prior to submission.
- » The accuracy of data is your responsibility, and we strongly recommend developing a schedule to ensure that results approvals/exam board meetings occur before a target submission date. This will allow time for making any amendments to data that might be needed. Finally, when deciding on your submission date, remember to factor in other important dates e.g. CAO offer rounds, conferral dates, and so on.

- » For each certification period, all quality assured results must be submitted, with a completed declaration, by the relevant submission deadline. For example: if you are submitting results for the February certification period, your submission deadline will be 12 February; for the June certification period, your deadline will be 12 June, and so on.
- » Please regularly check the Notice Board on QBS certification page for updates/information e.g. final date for the processing of invalid data prior to each certification period etc.

#### GENERAL DATA PROTECTION REGULATION (GDPR)

The General Data Protection Regulation (GDPR) came into force on 25 May 2018, placing new or increased compliance obligations for data controllers and data processors. As a provider of a programme which leads to a QQI award, you process data on behalf of the learners enrolled in that programme. Please ensure that in so doing, you comply with your obligations under the GDPR. For more information, please see <https://qhelp.qqi.ie/providers/gdpr-additional-responsibilities/>



+353 (0) 1 905 8100



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