

# 2017



QQI

Quality and Qualifications Ireland  
Dearbhú Cáilíochta agus Cáilíochtaí Éireann

## Key Dates and Information

- Awards and Certification

### The QCI Award

#### Know it when you see it.

The slogan **“QCI Award. Know it when you see it.”** has been specifically developed to create a real understanding and recognition of the QCI Award by learners, providers and employers alike, and is used across all elements of QCI’s ongoing marketing campaign.

You too can play a part through correct referencing of the award in your publications, outdoor signage and on your website.

Working together we can ensure that the QCI Award is recognised nationally and internationally as a respected qualification of value to learners and employers.

You work hard to deliver courses of the very highest quality. Now your learners will know that the QCI Award will work equally hard for them.

**To learn more about promoting and referencing the QCI Award, and to view the award brand marketing campaign, please visit [www.QCI.ie](http://www.QCI.ie)**



QCI AWARD



# 2017

Key Dates and Information - Awards and Certification

Each provider should ensure that the data input process starts sufficiently in advance of the final submission date in each certification period to allow for data verification and results approval/exam board meeting. It is strongly recommended that each provider develop a schedule which will ensure that results approval / exam board meetings occur before a target submission date, allowing time for subsequent amendments to be made to data, if necessary. It is crucial that critical dates, e.g. CAO offer rounds and conferring dates, be factored in when deciding on submission dates.

- IF A SUBMISSION DEADLINE IS MISSED FOR CRITICAL DATA, CONTACT QQI IMMEDIATELY. DO NOT SUBMIT AFTER THE DEADLINE AS THAT WILL COMMIT THE DATA TO THE NEXT CERTIFICATION PERIOD, TWO MONTHS LATER.
- QQI GUARANTEES THAT INVALID ENTRIES SUBMITTED THROUGH QHELP ONE WEEK BEFORE FINAL SUBMISSION DATE WILL BE PROCESSED.

## **February Certification 2017 Levels 1-10**

All results being submitted for this period must have gone through internal and external quality assurance prior to submission. Accuracy of data is your responsibility.

<b>12</b> February	Final submission date for this certification period. All quality assured results must be submitted and the declaration completed
<b>16</b> February	Final Statement of Results available to download
<b>28</b> February	Issue of certificates for FEBRUARY certification period

## **April Certification 2017 Levels 1-10**

All results being submitted for this period must have gone through internal and external quality assurance prior to submission. Accuracy of data is your responsibility.

<b>12</b> April	Final submission date for this certification period. All quality assured results must be submitted and the declaration completed
<b>19</b> April	Final Statement of Results available to download
<b>03</b> May	Issue of certificates for APRIL certification period

## **June Certification 2017 Levels 1-10**

All results being submitted for this period must have gone through internal and external quality assurance prior to submission. Accuracy of data is your responsibility.

<b>12</b> June	Final submission date for this certification period. All quality assured results must be submitted and the declaration completed. This is the deadline for initial CAO offers. It is vital that this deadline be met for any learners who have applied to CAO using Level 5/6 awards.
<b>16</b> June	Final Statement of Results available to download
<b>19</b> July	Issue of certificates for JUNE certification period

## August Certification 2017 Levels 1-10

All results being submitted for this period must have gone through internal and external quality assurance prior to submission. Accuracy of data is your responsibility.

<b>12</b> August	Final submission date for this certification period. All quality assured results must be submitted and the declaration completed
<b>16</b> August	Final Statement of Results available to download
<b>05</b> September	Issue of certificates for AUGUST certification period

## October Certification 2017 Levels 1-10

All results being submitted for this period must have gone through internal and external quality assurance prior to submission. Accuracy of data is your responsibility.

<b>12</b> October	Final submission date for this certification period. All quality assured results must be submitted and the declaration completed
<b>16</b> October	Final Statement of Results available to download
<b>06</b> November	Issue of certificates for OCTOBER certification period

## December Certification 2017 Levels 1-10

All results being submitted for this period must have gone through internal and external quality assurance prior to submission. Accuracy of data is your responsibility.


<b>12</b> December	Final submission date for this certification period. All quality assured results must be submitted and the declaration completed
<b>16</b> December	Final Statement of Results available to download
<b>09</b> Jan. 2018	Issue of certificates for DECEMBER certification period

### **Compliance with Data Protection Legislation**

As a provider, you collect personal data from your learners. The data is required by QQI to process results and issue certificate to learners and for no other purpose. You should be aware of your obligations under Data Protection legislation (Data protection (Amendment) Act 2003) and should inform learners of the limited purpose for which the data are collected.

**PLEASE REGULARLY CHECK THE  
NOTICE BOARD ON QBS CERTIFICATION PAGE  
FOR UPDATES / INFORMATION**

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[www.QQI.ie](http://www.QQI.ie)

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