

# SQA Accreditation

## Awarding Body Approval Policy

<b>Policy</b>	<p>SQA Accreditation will only approve an organisation as an awarding body where it can demonstrate compliance with the regulatory requirements.</p> <p>SQA Accreditation reserves the right to refuse awarding body status to organisations who are unable to evidence compliance and will provide comprehensive reason(s) for its decision.</p>
<b>Why do we need this policy?</b>	<p>The purpose of this policy is to ensure that SQA Accreditation is consistent in only granting awarding body approval status to organisations which can fully meet the specified regulatory requirements. This is a pre-requisite to approval to deliver accredited qualifications.</p>
<b>How does the policy apply and to whom/what does it apply?</b>	<p>SQA Accreditation will apply this policy to all organisations seeking to gain approved awarding body status.</p>

# Guidelines on Awarding Body Approval Policy

## 1 Status

This policy has been approved by SQA's Accreditation Committee (AC).

The Accreditation Committee is authorised by the Scottish Government to delegate authority to the Accreditation Coordination Group (ACG).

The ACG is an internal group made up of members of SQA Accreditation and provides regular updates to the AC.

## 2 Process

SQA Accreditation defines an awarding body as *an organisation which issues certificates for qualifications to formally recognise the achievements of an individual and which quality assures the delivery and assessment of those qualifications*.

In this context, it is specifically an organisation recognised by SQA Accreditation for the purpose of awarding SQA accredited qualifications.

The granting of awarding body approval status is subject to an organisation meeting standards, established and periodically reviewed by SQA Accreditation.

SQA Accreditation strongly recommends that any organisation considering applying for awarding body approval and qualification accreditation, undertakes a process of self-appraisal to establish if it is currently in a position to make a viable application.

However, in undertaking self-appraisal, prospective awarding bodies should consider whether or not they are capable of meeting the requirements in the categories stated below. These are considered key to the viability of any application for awarding body approval:

- ◆ Governance
- ◆ Delivery and assessment
- ◆ Finance
- ◆ Resources and expertise

Full instructions are provided to assist prospective awarding bodies through the self-appraisal and approval process on the SQA Accreditation website.

- ◆ [General Approval Requirements](#)
- ◆ [Guidance for Prospective Awarding Bodies](#)

## 3 Details

Any organisation seeking approved awarding body status must undertake, in full, the steps outlined in '[Becoming an Awarding Body](#)' detailed on the SQA Accreditation website.

## 4 Appeals

All awarding bodies will have the right to appeal **any** decision made by the ACG. Grounds for appeal will vary depending on individual situations, therefore, all appeals made will be considered in their own right. Full details of the [Process for Appeals and Complaints](#) can be found on the SQA Accreditation website.

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Policy Author	Senior Regulation Manager
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