



NVQ Centre Set Up Training 2011

1 Day Training Course
£180 + VAT

Suitable for teachers who are processing large numbers of NVQ candidates and wish to set their school up as a centre.

We talk you through the policies and documentation you need for your centre file and also the process for applying to become a centre.

Delegates need to bring a laptop as memory sticks with model documents for setting up a centre are issued on the day.

A second delegate from the same school such as an exams officer can attend for an extra £50.

Venue: **Sheffield** | Date: Tuesday 15th November 2011

FOR REGISTRATION, PLEASE GO TO THE FOLLOWING PORTAL www.vlconline.co.uk
AND CLICK ON NVQ CENTRE SET UP TRAINING 2011 REGISTRATION

Going on the centre set up course was a hugely helpful experience. It gave me a very clear structure upon which to base our application and having access to all the necessary templates reduced my workload considerably. As a result I was able to put together a successful application which enabled us to process our own candidates that same year. I could not have done this otherwise and I would advise anybody thinking of setting up as a centre to consider this day as an essential.

**Fran Hudson - Head of Languages and Assistant Head
The Cotswold School Academy**

The centre set up day was invaluable to us - I would highly recommend it to anyone thinking of setting up as a centre. The trainer explained the entire process, provided examples and saved me hours of time.

**Louise O'Hara -
Almondbury High School**