



Quality Assurance – Registration and Certification Process

Registration can be done through an EGEU approved education establishment or directly by an individual

Education Establishment Procedures

- 1) Each year the approved education establishment will advise the EGEU of the course/s planned and the student numbers expected prior to the course/s starting
- 2) The internal verification plan must be submitted in advance of course/s commencement
- 3) Within 3 months of the candidates start date their names will be passed to the EGEU. These will be logged on a database by EGEU
- 4) The EGEU will then invoice the education establishment the appropriate registration fees
- 5) Within 1 month of the end of the course the internal verification report will be submitted to the EGEU
- 6) A list of students who have met the standards and are therefore now eligible for certification advised
- 7) The EGEU will then invoice the education establishment the appropriate certification and passport fees
- 8) EGEU will provide within 6 weeks of notification and in receipt of the internal verification report, the required student certificates and passports for distribution.

Individual Procedures

Procedures for individuals is being devised.