

Undertaking given by Awards for Training and Higher Education (ATHE) to the Office of Qualifications and Examinations Regulation (Ofqual), in accordance with Condition B8 of the General Conditions of Recognition, June 2016 (the Conditions).

In the context of:

- i. An admission that ATHE has failed to comply with Condition E7.1 because it has not assigned a number of hours for Guided Learning (GL) and Total Qualification Time (TQT) to all of the qualifications it makes available in accordance with the Conditions.

ATHE will:

1. Review and ensure that its methodology for calculating GL and TQT complies with the TQT Criteria and the Conditions.
2. Review all qualifications that it makes available (or proposes to make available) and ensure that it has assigned a number of hours for Guided Learning and Total Qualification Time in accordance with the TQT Criteria for each qualification (unless an exception applies) by the 1 March 2018.
3. In the event that a Centre does not respond to ATHE's request for a statement in regard to the number of hours of Guided Learning which that Centre and/or third party provided to a Learner, ATHE will send a further letter to that Centre by the 16 February 2018 setting out:
 - i. That the Centre is subject to a contractual obligation to provide the information requested by ATHE.
 - ii. The specific terms of the contractual obligation by which ATHE gives effect to Condition C2.3(b).
 - iii. That the Centre must respond within 7 calendar days.
 - iv. ATHE have sent the letter following an Undertaking given to Ofqual.
4. Retain the evidence and methodology used to calculate GL and TQT values in accordance with Conditions E7.1 and E7.3.



With a view to assuring Ofqual that it has complied with this Undertaking, ATHE will:

5. On or before the 7 March 2018, provide Ofqual with:
 - i. A summary of the methodology used by ATHE to calculate GL and TQT in accordance with the TQT Criteria;
 - ii. A timeline of activities undertaken by ATHE to calculate GL & TQT; and
 - iii. A breakdown of the number of Centres delivering each regulated qualification. For each qualification, the number of Centres contacted for a statement in relation to the number of hours of Guided Learning and the number of Centres that complied with the request.
6. On or before 7 March 2018, provide to Ofqual a Statement of Assurance, signed by the Chair of its Governing Body and the responsible officer, confirming that it has completed the actions set out at paragraphs 1, 2, 3 and 4 of this Undertaking.

In giving this Undertaking, I acknowledge on behalf of ATHE that:

- (1) Ofqual will publish this Undertaking; and
- (2) Ofqual may take enforcement action in respect of any failure to comply with an Undertaking given to it, this may include the issue of a Direction, the imposition of a fine, costs or other such action as it deems appropriate.

A signed version of this undertaking has been provided to Ofqual.