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Pearson Assured status

27 October 2016

Dear Head of Centre

I am pleased to inform you that your organisation has achieved Pearson Assured status **for one year** from the date at the top of this letter.

If you are claiming certificates of completion for your learners/trainees you can now make registrations using Edexcel Online for those programmes for which you told us that you wanted to claim certificates. Information about how to access Edexcel Online can be found here: www.edexcel.com/iwantto/Pages/edexcel-online. Certificates of completion can be claimed when learners/trainees have successfully completed their education or training programmes.

Approval in future years

Our Quality Adviser will visit you annually. They will contact you approximately 3 months before the visit is due.

The annual renewal of the Pearson Assured status is dependent upon the successful outcome of the annual Quality Adviser visit. You can find more information about this annual review visit in the Pearson Assured Handbook available at: [//uk.pearson.com/assured-documents](http://uk.pearson.com/assured-documents)

All records should be available for the Quality Adviser and kept for a period of three years from the date when learners/trainees complete their programme. For more information about what will need to be reviewed, please refer to the Pearson Assured policy available here: [//qualifications.pearson.com/en/support/support-topics/understanding-our-qualifications/policies-for-centres-learners-and-employees](http://qualifications.pearson.com/en/support/support-topics/understanding-our-qualifications/policies-for-centres-learners-and-employees)

Please note that as a condition of Pearson Assured your organisation is also required to keep a complete copy of the application documentation. It should be made available to the Quality Adviser and any other appropriate Pearson personnel upon request.

Please accept our best wishes for the success of this education/training programme at your organisation.

Yours sincerely,



Sally Peacock
Head of Centre Management
Quality Standards and Research
Pearson UK