



## **INTERNATIONALISATION REGISTER NEW ARRANGEMENTS TO APPLY FROM 1 JANUARY 2010**

### **1. Introduction**

The National Qualifications Authority of Ireland (NQAI), on behalf of the Department of Education and Science, currently administers the Internationalisation Register, which lists the education and training programmes approved for the purpose of access to employment by students who are citizens from outside the EU/EEA and Switzerland.

From 1 March 2010, the National Qualifications Authority of Ireland (NQAI) assumes responsibility for administering the Internationalisation Register. From that date, all applications for inclusion of a course on the register will be processed by the NQAI. Courses already included on the register as of 1 March 2010 are unaffected – they will continue to be on the register, but any notifications of changes should be made directly to the NQAI after that date. Eligibility criteria and details of how to apply are set out below.

It should be noted that the NQAI is due to amalgamate with the Further Education and Training Awards Council (FETAC) and the Higher Education and Training Awards Council (HETAC), incorporating the functions of the Irish Universities Quality Board, to form a new organisation dealing with qualifications and quality assurance.

The newly amalgamated organisation is expected to be responsible for regulating international education programmes, including the establishment of a Code of Practice and Quality Mark for the provision of programmes of education and training to international learners.

The Code of Practice will include provisions relating to marketing and recruitment, enrolment, fees, information, accommodation, academic matters, support services, protection for learners and complaints procedures. There will also be a requirement for providers to ensure that awards are recognised through the National Framework of Qualifications (NFQ). The Quality Mark will indicate compliance with the Code of Practice. It is envisaged that compliance with the Code of Practice will be linked to immigration measures and access to work. While compliance with the Quality Mark and Code of Practice will not be mandatory, it is envisaged that possession of the Quality Mark will be necessary for inclusion on the Register in the future. An indication of the areas to be covered by the Code of Practice is included at Annex 1

Current arrangements regarding access to work for students who are citizens from outside the European Economic Area and Switzerland continue to apply. However,

the Department of Justice, Equality and Law Reform is reviewing the immigration regime for such learners. A consultation process was launched in 2009 and has concluded. Submissions received are currently being examined by an Interdepartmental Group. Any changes to the current regime arising from this will be published by the Department of Justice, Equality and Law Reform in due course.

## **2 Programmes eligible for inclusion on register**

The following programmes are eligible for inclusion on the register

(a) Full-time programmes of at least one year's duration leading to awards which are accredited by one of the following bodies:

- Further Education and Training Awards Council (FETAC)
- Higher Education and Training Awards Council (HETAC)
- Dublin Institute of Technology,
- Institutes of Technology which have delegated authority from HETAC to make their own awards at specified levels
- the National University of Ireland
- Universities recognised under the Universities Act 1997.

(b) Full-time programmes provided in Ireland of at least one year's duration leading to awards which are accredited by awarding bodies from other countries which have a status in law or are otherwise recognised as having authority to make awards which have recognition in their host jurisdiction.

(c) Full-time programmes of at least one year's duration which are recognised by a professional body which has a function under Irish law.

(d) Full-time programmes approved under the Codes of Standards for the Purpose of Income Tax Relief on Qualifying Fees

(e) Full-time English language programmes of at least one year's duration operating in centres which have been approved under the ACELS (Administration and Co-ordination for English Language Services) quality assurance/inspection scheme which are recognised by the Minister for Education and Science and which provide student assessment and certification at the end of the programme through any of the following well established examinations in the language sector:

- Cambridge English for Speakers of Other Languages (ESOL)

- International English Language Testing System (IELTS)
- Test of English for International Communication (TOEICC)
- Test of English as a Foreign Language (TOEFL)
- Test of Interactive English (TIE)
- English Test for Academic and Professional Purposes (ETAPP)
- or equivalent to the above qualifications

### **3 Applications**

Applications for inclusion on the Register can be made to the Department of Education and Science up to 26 February 2010 and thereafter applications should be forwarded to the NQAI. The Register will continue to be updated on a monthly basis. Contact details are as follows:

NQAI, 5<sup>th</sup> Floor, Jervis House, Jervis Street, Dublin 1.

Telephone: 01 8871500

Website: [www.nqai.ie](http://www.nqai.ie)

Email: [info@intreg.ie](mailto:info@intreg.ie)

### **4 Programme Duration**

Programmes published as full time programmes of at least one year's duration which lead to awards of universities recognised under the Universities Act 1997, the National University of Ireland, Dublin Institute of Technology, HETAC, FETAC and Institutes of Technology with delegated authority from HETAC to make awards at specified levels will be deemed to meet the duration criterion.

In all other cases, a course will be deemed to meet the duration criterion if the formal class contact, tutorial, seminar, and laboratory/workshop timetabled hours for students amount to at least 15 hours per week and the course operates for at least 25 weeks, and if the tuition element constitutes at least 250 hours during that period. Tutorial and laboratory/workshop and seminar hours may not be regarded as tuition unless a tutor is timetabled for the sessions and attendance is recorded. Timetables must be displayed on site and teachers' timetabled hours must be available for inspection.

### **5 EU/EEA countries**

The Members of the European Economic Area are Iceland, Liechtenstein and Norway.

The EU countries are Austria, Belgium, Bulgaria, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and United Kingdom.

This information note applies to programmes catering for students who are citizens from countries other than those listed above or Switzerland.

### **6 Evidence of accreditation**

You must attach a copy of RECENT documentation from the awarding body showing that your programme has been accredited by a relevant body under Section 2. Where external moderation/ examination is organised by the awarding body, documentation on this issue will suffice for this purpose.

## **7 Inspection**

In certain cases, full documentation may be sought on the quality assurance procedures operated by providers and their relationship with the awarding body, and the right is reserved to carry out inspections and spot checks of any programmes included on the register.

## **8 Notification of decisions regarding inclusion on the register**

You will be notified by the NQAI of any decision regarding the inclusion of your programmes on the Register. Every effort will be made to process applications as quickly as possible. From 01 March 2010, the register is published on [www.nqai.ie](http://www.nqai.ie)

## **Annex 1**

Qualifications and Quality Assurance Ireland will establish of a Code of Practice and Quality Mark for the provision of programmes of education and training to international learners. The proposed criteria for the Code of Practice are set out below. The Quality Mark will be awarded to providers which fulfil these criteria

The Code of Practice will cover issues including:

- (a) marketing and recruitment activities undertaken by providers,
- (b) processes for the enrolment by providers of learners,
- (c) the collection of fees from learners,
- (d) the provision of information, orientation and induction programmes to learners,
- (e) the accommodation, if any, which is provided to learners,
- (f) academic matters, including –
  - (i) quality assurance of programmes of education and training,
  - (ii) a requirement to ensure that awards are recognised through the National Framework of Qualifications (NFQ), and
  - (iii) rates of progression and completion for international learners,
- (g) services for the support and welfare of learners,
- (h) protection of learners,
- (i) procedures for addressing grievances and complaints,

and, in relation to the provision of English Language education and training programmes, shall also include provisions relating to –

- (i) the management and administration of providers,

- (ii) the academic management of providers,
- (iii) the qualifications of the teaching staff engaged by providers, and
- (iv) the premises in which programmes are provided to learners.