



What is Investing in Your Future?

Investing in Your Future is an Excellence Mark that gives recognition that you are an **Excellence Focused Organisation**. All Investing in Your Future organisations have a proven record of high standards and continually drive for internal excellence in course design and quality assurance. You will benefit from the assurance that your systems have been checked and proved to be of a high standard of excellence, an accolade that can be used in your marketing materials. As a recognised centre, you can have your own education courses and programmes validated with our Excellence Mark. This shows they have met AIM Awards' criteria of excellence in development.



How will this benefit your organisation?

- ✓ Competitive edge – Investing in Your Future will add further value to your reputation to help you gain and retain clients
- ✓ Manage risk – operate within a quality framework to help provide evidence to third parties, such as government bodies, about the quality of the learning experience that you offer.
- ✓ Minimise costs - Minimise resource costs and the administrative burden for producing course certificates by letting us do it for you with our competitive registration and certification service with your brand on our certificates – our Investing in Your Future certificates bear your organisation’s logo

You will receive the following

- ✓ The Investing in Your Future Logo for use in your marketing
- ✓ A branded wall plaque to promote that you are an Investing in Your Future recognised centre
- ✓ An annual systems and procedures review meeting carried out by one of our dedicated External Quality Assurance Managers leading to a report
- ✓ Spot checks on delivery (at least one)

Becoming an AIM Awards Investing in Your Future Centre

There are two stages to approval for Investing in Your Future.

1. Centre recognition
2. Investing in Your Future approval

If you already work with us for other AIM Awards provision (e.g. regulated qualifications) you will still need to complete the Investing in Your Future approval process. This is because we need to assess your eligibility against our standard Quality Assurance criteria. It is your responsibility to demonstrate how you meet the requirements for each area in the criteria.

If you don’t currently work with us we first require you to complete our centre recognition process. For more details please contact us at enquiries@aimawards.org.uk or visit our website www.aimawards.org.uk

Investing in Your Future – Fees	
Process	Price
Investing in Your Future Recognition	Includes <ul style="list-style-type: none"> • AIM Awards recognition support • 1 annual External Quality Assurance visit • ongoing flexible support • Online portal access
Total	£1220 (£600 for existing AIM Awards Centres)
Support Visits (<i>External Quality Assurance visits may be deemed necessary for multiple sites, courses and high volumes of learner registrations</i>)	£260
Investing in Your Future – Ongoing Operational Costs	
Process	Price
Annual Centre Recognition Fee Our annual fee is paid by all organisations who offer AIM Awards qualifications and products and covers the 12-month period from 1 st August. This fee only becomes payable in the second year of operation	£620
Registration and Certification Centres can purchase a licence which will allow them to certificate their own learners. Once approved the centre will receive an Investing in your future certificate template.	£100
Centres can also register learners on your Investing in Your Future non-regulated courses with AIM Awards. Once they have completed they will then receive an official Investing in Your Future certificate from AIM Awards.	£7 per learner per validated course

Operating Standards of Investing in Your Future

Investing in Your Future is underpinned by the following principles:

- By applying for Investing in Your Future, centres are indicating a willingness to work with AIM Awards in sharing good practice and thereby raising standards of education and training
- The centre understands the on-going requirements of Quality Assurance criteria for Investing in Your Future may change from time to time
- The ownership of course design and content (Intellectual Property Rights) remains with the centre
- Course details are regarded as confidential to the centre and to Investing in Your Future and will not be divulged by AIM Awards to a third party without prior agreement from the Centre
- A senior representative of the centre must be nominated as the IQA contact for the centre
- All staff members involved in the delivery of courses, that are to be registered and recognised under Investing in Your Future have the appropriate skills, experience and qualifications to deliver and quality assure the course and are aware of the requirements of the agreement and their role in adhering to it
- Under the terms and conditions of the Investing in Your Future agreement, the centre will be responsible for the content, accuracy and legality of any course information or material. This includes making sure that all advertising and promotional course information or material which is printed, on any website or in any electronic form adheres to our regulators Conditions B5.1 and B5.2
- The centre will not advertise and promote provision as recognised by AIM Awards Investing in Your Future until approval has been confirmed and following this the centre has received written confirmation.

<p>Occupational Competence Guidelines for delivery of Investing in Your Future courses</p>	<p>Essential</p> <p>All tutors or trainers should:</p> <ul style="list-style-type: none"> • Hold or be working towards a current recognised teaching or training qualification • Have current or recent teaching or work experience in relevant sector <p>Desirable</p> <ul style="list-style-type: none"> • Currently assessing, moderating or verifying in that sector • Membership of professional sector specific bodies or institutes <p>Occupational Background</p> <p>The delivery team should have:</p> <ul style="list-style-type: none"> • An experienced Tutor or Trainer • Experience of Internal Verification/ Moderation <p>AIM Awards recommends that at least one member of the team has a teaching qualification.</p>
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<p>Registering and Certifying for Investing in Your Future non-regulated Courses</p>	<p>All learners will be registered through our online portal system.</p> <p>All centres will receive full support from AIM Awards on how to access the portal.</p>
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<p>Using the Investing in Your Future Logo</p>	<p>As an Investing in Your Future centre you are entitled to use our Investing in Your Future logo and refer to AIM Awards recognition.</p> <p>You can use this logo on any documentation or media relating to your Investing in Your Future non-regulated courses which fall under your centre’s agreement with AIM Awards.</p> <p>You can also have your centre’s logo on your learners’ certificates of completion which means we have confidence in your training, helping you to reinforce your brand to gain and retain your clients. You will just need to send us a good quality Jpeg of your logo.</p>
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Advertising and Promoting Non-regulated Investing in Your Future Courses

AIM Awards Investing in Your Future is designed to give formal recognition to your organisations' bespoke education or training provision. Courses of recognised bespoke education or training are regarded by our regulators to be 'non-regulated' provision – but are subject to Condition B5, 'Representations regarding qualifications' as follows: B5.1 – Statements regarding qualifications which are not regulated qualifications An awarding organisation must not (and must take all reasonable steps to ensure that any person connected with it does not) make any statement that would be likely to lead users of qualifications to believe that a qualification it makes available is a regulated qualification when it's not a regulated qualification.

B5.2 – Advertising and promotion of qualifications an awarding organisation must not (and must take all reasonable steps to ensure that any person connected with it does not) advertise or promote its qualifications in a manner that is likely to be misleading to users of qualifications.

Under the terms and conditions of the Investing in Your Future agreement, the Centre is responsible for the content, accuracy and legibility of any course information or material. This includes making sure all advertising and promotional course information or material which is printed; on any website; or in any electronic form.

All bespoke courses that are recognised by AIM Awards under the Centre's AIM Awards Investing in Your Future are subject to the Stipulations and Guidelines for Advertising and Promotion Course Information. AIM Awards reserves the right to verify what it considers advertising or promoting course(s) in a manner that is likely to be misleading to learners. As the Conditions above apply to AIM Awards any confirmed or intended breach of these Conditions by a centre will be taken very seriously by AIM Awards and AIM Awards has the right to terminate the Investing in Your Future Agreement immediately and without notice as a result.

Investing in Your Future Yearly Centre Review

Each year your centre will have a Review carried out by your External Quality Assurance Manager.

This will give you the opportunity to discuss your internal quality assurance strategy and give us the confidence that you are maintaining your high standards.

Investing in Your Future Process Guide

