



## COMMUNICATION TO LICENSED FURTHER AND HIGHER EDUCATION INSTITUTIONS

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|---|---|---------------------------|
| <i>Title:</i> Strict Adherence to Course Minimum Requirements for Participation |   |                           |
| <i>From:</i> Sandro Spiteri, Director   | <i>Date:</i> 9 <sup>th</sup> September 2014 | <i>Comm. No.:</i> 19/2014 |

Dear colleagues

It has come to the attention of the NCFHE that course providers may be accepting participants who do not have the minimum requirements as stated in the course documentation. Both providers of locally accredited courses as well as those for courses accredited abroad and recognised by the NCFHE are reminded that the minimum requirements as established in the courses as accredited/recognised are to be strictly adhered to. Adherence to minimum requirements will be one of the checks carried out during External Audits, which will also look at course provision retroactively. Any changes made that are not approved by the NCFHE may lead to the withdrawal of accreditation.

Providers of locally accredited courses who wish to revise the minimum requirements for participation in their accredited course/s for future provision are kindly advised to contact the undersigned by email.

Regards

Sandro Spiteri  
Director for Quality Assurance