

Training Providers Fees 2022

Fees listed are exclusive of VAT at 20%

At iPET Network we believe in clear and transparent pricing regarding the fees for delivering our range of qualifications.

£890 - Training Provider Recognition Application/Joining Fee (non-refundable upon receipt of application form and is a one-off charge for joining iPET Network)

Includes:

- Initial Training Provider recognition approval visit and audit
- Access to the Training Provider Manual and Qualification Handbooks
- 1-day Qualification training day (at iPET Network HQ)
- Dedicated Account Manager for ongoing support and advice
- Access to a range of iPET Network regulated qualifications
- Use of the iPET Network logo for marketing purposes
- Opportunities to create new industry qualifications
- Incentives for referral of new Training Providers
- Promotion on the iPET Network website
- Policies and Procedures templates
- Internal Quality Assurance strategies and templates
- Certificate of approval
- Welcome hamper
- Internal Quality Assurance standardisation presentation
- No ongoing annual fees

As a Training Provider you will have access to:

Includes:

- A range of resources and delivery materials
- Sales, Social Media, Marketing materials and advice
- Invitations to attend training courses, briefing sessions, conferences and other iPET Network events
- Unlimited telephone and email support
- Incentives and discounts from our suppliers
- Promotion at events attended by iPET Network i.e. Crufts
- Online access to your personalised Training Provider online secure web-portal
- Bespoke services from other iPET Network Training Providers such as: Theory Assessor Marking Service giving you more time to focus on the practical delivery
- Annual business and qualification review meeting with iPET Network company Directors
- 16 hours External Quality Assurance auditing per year (direct and/or remote). 4 hours of mandatory auditing per year to complete a monitoring and re-approval (unused hours cannot be carried over)

Candidate Registration / Certification Charges

All iPET Network qualifications are competitively priced based on the qualification level and size and includes External Quality Assurance sampling. There are no additional fees for certificates or annual fees. Our qualification prices generally follow the pricing structure illustrated below but please note this is to be used as a guide only.

At iPET Network we would like to offer additional services such as a student E-portfolio platform and Internal Quality Assurance services. All packages will have access to resources created by iPET Network, but these may

not be available for all courses. Training Providers can create their own materials provided they are mapped to the qualification criteria. All registration fees are excluding VAT.

	Qualifications		
	Bronze Package	Silver Package	Gold Package
Candidate Registration and Certification fee and postage	X	X	X
Resources and Materials (if available)	X	X	X
External Quality Assurance rolling sampling and formal audits	X	X	X
E-Portfolio registration (if available)		X	X
Internal Quality Assurance Activities including Direct Observations for up to 2 tutors			X
Personalised Candidate iPET Network Achievement Award (if applicable)			X

Qualification Name	Bronze	Silver	Gold
Level 3 Award in an Introduction to Dog Grooming	£55	£98	£176
Level 3 Certificate in Dog Grooming and Introduction to Styling	£74	£126	£272
Level 3 Diploma in Dog Grooming and Salon Management	£93	£154	£348
Level 4 Higher Professional Diploma in Dog Grooming	£93	£154	£348
Level 3 Award in an Introduction to Cat Grooming	£55	£98	£156
Level 3 Certificate in Cat Grooming and Introduction to Styling	£74	£126	£272
Level 3 Diploma in Cat Grooming and Salon Management	£93	£154	£348
Level 3 Award in Canine Emergency First Aid	£25	£39	£48
Level 3 Award in Feline Emergency First Aid	£25	£39	£48
Level 3 Award for Educators in the Canine & Feline Sector	£74	£126	£201
Level 3 Award in Dog Walking and Pet Sitting for Professionals	£35	£70	£95
Level 3 Award in Hand Stripping	£35	£70	£95
Level 3 Award in Microchip Implantation for Pet Animals	£25	£39	£48
Level 3 Diploma in Canine Nutrition	£93	£154	£348
Level 4 Award in Canine Emergency First Aid in the Workplace	£35	£70	£95
Level 3 Certificate in Dog Breeding, Litter Socialisation and Welfare	£74	£126	£272
Level 2 Award in Protecting Humans and Animals in Today's Society	£35	£70	£95
Level 2 Award Canine Care, Health and Behaviour	£55	£98	£176
Level 2 Award in Responsible Dog Ownership	£55	£98	£176
Level 3 Award in Canicross Coaching	£45	£84	£119

The Gold and Silver Packages are strongly recommended to ensure best practice is followed for the delivery of the qualifications and for ease and transparency of the quality assurance processes.

*Please note all Candidate registration fees are non-refundable and non-transferable.

External Quality Assurance Audits

The External Quality Assurance activities are included in each Candidate registration. As part of our Quality strategy formal monitoring and re-approval audits are completed every 6 months from your original approval date, this activity normal takes 2 hours per audit (4 hours in total). In addition remote rolling sampling activities are carried out to sample the Candidate Portfolio's so the certificate claim can be approved.

External Quality Assurance Remote Rolling Sampling

Rolling remote External Quality Assurance sampling is completed monthly by the External Quality Assurance team this means you do not need to ensure all Candidates are 100% completed prior to a scheduled monitoring or re-approval External Quality Assurance audits. The remote rolling sampling ensures the Candidates are not waiting 6 months for their certificates. When remote rolling sampling is completed, evidence will be recorded on the most recent External Quality Assurance report and confirmed that the certificate claims have been approved. * External Quality Assurance sampling is completed at the end of each month.

Training Provider Branches

The added auditing fees below will apply and be invoiced on the re-approval audit if the Training Provider has multiple branches or locations that deliver the iPET Network Qualifications. The number of Training Provider Branches are confirmed at the audit. This will ensure a robust and thorough audit of the Training Provider and their branches. iPET Network views Training Provider branches to be individual businesses/locations working with one approved Training Provider to deliver qualifications under their approved status with iPET Network.

Multiple Branches Auditing Fee	1 - 5 branches	£245
	6 - 10 branches	£490
	11 - 15 branches	£735
	16 - 20 branches	£980

General Invoicing

Upon receipt of the Application Form a non-refundable invoice will be sent via Go Cardless, once payment has been verified the application process will continue. Training Providers are invoiced at the point of registration for each Candidate registered on iPET Network qualifications. Failure to pay with 14 days will result in access to services being removed.

Candidate Registration Deadlines

Candidates must be registered with iPET Network within 10 working days of the start of the course or before any assessments are completed (which ever is earlier).

Quality Assurance

All Recognised Training Providers will receive a minimum of two quality assurance audits per year. One audit will coincide with the Training Provider joining date for a re-approval and a 6 monthly monitoring audit. Both audits are to ensure compliance with Training Provider approval requirements and quality assurance

requirements. For more information visit www.ipetnetwork.co.uk iPET Network Quality Assurance Requirements.

Training Provider branches should receive an audit annually from the main Training Provider. The External Quality Assurer will decide if additional audits are required following the monitoring and re-approval audit.

Should the Training Provider want additional audits outside the planned two quality assurance audits per year iPET Network will charge for each audit. Where applicable, a desktop review audit can take place to verify the award of qualifications. Desktop reviews can only be authorised for specific qualifications, usually shorter in length i.e. Canine Emergency First Aid. iPET Network will always confirm the time needed to complete the review before the commencement of the audit.

After the External Quality Assurance audit, the External Quality Assurer will produce an audit report form highlighting special conditions, actions and training requirements. Where additional standardisation or audits are required, iPET Network will charge the following rates.

External Quality Assurance Fee	Internal Quality Assurance Fee
External Quality Assurance – 1/2 Day Visit - £122.50 (3.5 hours plus expenses)	Internal Quality Assurance – 1/2 Day - £87.50 (3.5 hours plus expenses)
External Quality Assurance – Full Day Visit - £245 (7 hours plus expenses)	Internal Quality Assurance – Full Day - £175.00 (7 hours plus expenses)
Desktop Review Audit - £35ph	Desktop Review Audit - £25ph

Additional charges

Replacement Certificate (posted within UK)	£35
Replacement Certificate (posted outside UK)	£50
Replacement Certificate Archive Search for Certificates awarded over 3 years ago	£50
Refunds for Registration Errors	£25
Incorrect or incomplete documentation is submitted	£25
Appeals	£50
External Quality Assurance Direct Observations (for Training Providers with more than 2 tutors)	£175

International Fees

International Training Providers and UK based Training Providers that require an International External Quality Assurance audit will be expected to pay the travel costs and subsistence for each visit plus any additional consultancy days required. Please contact your Account Manager on info@ipetnetwork.co.uk for more information.

Fees will be agreed before the Training Provider or branch/location is approved. Fees will be subject to the current international exchange rate at the time of the invoice being raised.

Qualification Development

We give our Training Providers opportunity to develop new qualifications with on-going support and guidance.

Please note that we may make a charge for this service depending on the nature and extent of the development. This will be reviewed on a case by case basis.

Please discuss any qualification development requirements with iPET Network.



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