



International Centres - Higher National Certificates and Diplomas offered under the Pearson Trademark Higher National Licence Agreement

What is the Pearson licence agreement?

The Pearson Licence Agreement enables Higher Education Institutions (HEIs) to validate, deliver and award their own Higher National Certificates and Diplomas under licence, and use the Pearson trademark 'Higher National'.

Key facts about the Trademark Pearson Licence Agreement

- The Higher National qualifications are validated and awarded by the university, so the university has control of the quality assurance procedures and is responsible for these procedures; the university awards the qualification - not Pearson.
- Universities have the option to use the entire content of the new BTEC (RQF) Higher Nationals qualifications in order to offer them as their own validated awards, this is called the **Intellectual Property Licence Agreement**.
- A university can strengthen, or develop, new collaborative arrangements by working with partner colleges to deliver its validated and Pearson approved Higher Nationals.
- Universities are able to offer progression routes to their own degree courses or students can progress to other HEIs.
- Universities can design the awards to meet the specific needs of employers, students and socio/economic needs of a particular country.

To apply to become a licensed centre HEIs must initially meet the following conditions.

Have:

- Taught degree awarding powers.
- Successfully offered degrees and their equivalent for at least three years.
- Consistently met the standards of the body overseeing higher education in their own country.

How to become a licensed centre

1. The HEI completes an application form which will document that it has the physical and human resources to deliver the qualifications, is able to meet the licence criteria and has the necessary financial resources.

2. Following this, Pearson's University Principal Examiner (UPE) will arrange to visit the centre to meet key staff and those from any collaborative partners involved in the delivery. The purpose of this visit is to support the HEI in its application, to clarify any necessary points and to explain the requirements of the licence.
3. Pearson will confirm the outcome of the application within two weeks.
4. If successful the HEI will be invited to sign the licence agreement. This will also identify, through the attached schedules, which courses are to be offered in the first year of operation and where they are to be delivered. The licence is valid for three years and can be renewed, subject to the HEI following this period. The schedules need to be completed each year.

All documentation must be submitted in English.

Development of courses

HEIs can choose either to develop their own courses based on their own preferences or through the Intellectual Property Licence, to use the entire content of the new BTEC (RQF) Higher National qualifications.

Developing your own qualifications using the Trademark HEI Licence Agreement

The Trademark HEI Licence authorises your institution to develop and validate your own centre-devised Higher Nationals using your own content, titles and units, tailored to meet local needs. It is the responsibility of your institution to set up your own validation panels in order to do this and to ensure that progression routes are available and students are aware of them. The HN must meet the Pearson Higher National Academic Framework.

Where a Pearson BTEC Higher National qualification already exists with a closely related title and/or content, the centre-devised programme under licence must cover the same core content as in the equivalent BTEC Higher National programme. Where there is no equivalent BTEC Higher National programme then there is no requirement of this kind.

There is no requirement for centre-devised Higher Nationals to mirror the current Pearson title exactly beyond the core requirement. However, many HEIs consider it good practice to align their qualifications with the nationally recognised qualifications to enable those students who complete an HEI HNC to progress to an HND at another institution if required at a later date. (For further guidance please note the attached Academic Regulations).

Using the Intellectual Property Licence

HEIs choosing this route must use the entire content of the new BTEC (RQF) Higher National qualifications.

This is defined as:

- A. The Pearson Qualification title.
- B. All the unit titles from the Pearson Qualification.
- C. The Pearson Qualification learning outcomes.
- D. The Pearson Qualification assessment criteria.
- E. The Pearson Qualification rules of combination.

Pearson approval of courses

When the qualifications are developed and validated by the HEI the course specifications and evidence of validation, (eg minutes) must be submitted to Pearson's UPE for approval. Following approval they will be entered on to the Pearson system, along with the centre name and students will be able to be registered.

It is a condition of the licence that students are registered with Pearson and the outcomes of achievement also entered onto the system at set dates defined by Pearson.

New courses can be designed and approved at any time during the academic year.

If the HEI decides to use the IP licence then evidence of a validation event which is fit for purpose must be sent to Pearson and if approved then the same process will follow.

Delivery of courses

Centres must follow the course specifications and delivery mode that has been validated by the HEI and subsequently approved by Pearson.

Courses can be delivered in the country's own language but all documentation required by Pearson must be submitted in English. The centre is required to appoint and remunerate an independent interpreter who has no conflict of interest with either the HEI or its collaborative partners.

If a collaborative partner is to deliver the courses then approval needs to be gained from Pearson.

The centre is required to appoint its own external examiners and to ensure that reports are available to Pearson.

Certification

You are responsible for producing and distributing certificates to successful students at the end of the programme.

Certificates should note that students have followed a Higher National qualification awarded by your institution under the trademark of Pearson.

The certificates should state the following:

- Higher National (Certificate / Diploma) in (Subject) awarded by (University Name)
- Higher National is a registered trademark of Pearson Education Ltd

Monitoring of courses

The centre is required to submit an annual Institutional Review Report to Pearson following a proforma provided by Pearson. This report provides information on achievement of students, quality procedures, external reviews of courses, links to examiners' reports, issues of concern and good practice. This report is reviewed by the UPE and feedback provided to the centre.

Support for Centres

Support is available throughout the development process and delivery period by the UPE. Please contact licensehn@pearson.com for further information.

Costs

- Application to become a centre - £500 development fee plus travel and accommodation for Pearson visit.
- Student fees:
 - Higher National Certificate - £286
 - Higher National Diploma - £317
 - (40% discount if the Trademark Higher National licence is used and 25% discount if the IP licence is used).
- Travel and accommodation expenses for a Pearson annual monitoring/training visit and £350 a day fee for 2 days.