

ATHE Endorsement

Endorsement of a programme is a declaration that it has clear and achievable aim(s) and learning objectives that meets learner and/or business needs.

ATHE Endorsement is a stamp of quality against a client's learning programme and demonstrates to stakeholders that the programme has adhered to high standards in its design and delivery and that it is relevant to the needs of participants.

From short courses and induction training to longer-term learning and development programmes, ATHE Endorsement provides a mark of excellence that sets the training apart and builds trust with clients.

Learners will receive an attendance certificate from ATHE showing that they have completed the programme. Any assessed element of the programme is the responsibility of the provider and ATHE certification does not verify any assessment decisions.

In order for ATHE to endorse a programme there must be evidence that it:

- has a clear and unambiguous title, which reflects the aim(s) and learning objectives
- has clear and achievable aim(s) and learning objectives.
- has the content needed to achieve the aim(s) and learning objectives
- is up to date
- is set at the right level for the intended learners
- is suitable for the intended learner profile

There must also be evidence that the provider delivering the programme has

- experience of successful delivery in the particular or a related area of study
- quality assurance and review processes which are robust and aim to lead to improvement
- sufficient resources to deliver the programme including,
 - suitable premises
 - appropriate equipment (if needed)
 - qualified/experienced trainers or tutors

Monitoring

Endorsed programmes will be subject to an ATHE annual review. During the monitoring process, evidence will be rechecked to ensure the programme continues to meet the stated aims.

Endorsed programme(s) Review Form: Approval Criteria			
Organisation title: CPA Bangladesh			
Programme title: Certified Public Accountant (CPA) Programme			
Details of Proposed Learning Programme for Endorsement:			
Criteria	Evidence	Met/Not Met	Notes
The programme has a clear and unambiguous title that reflects the learning objectives and aim(s)	The programme title reflects the learning objectives and aims	Met	
The programme has a clear and achievable aim(s)	Overall aims of programme are clear and achievable and there are links with IFA (UK) programmes	Met	Each part of the course is separately endorsed by the Institute of Financial Accountants (UK) (which are in turn endorsed by ATHE) – the programme to be endorsed is the combination of these programmes. Tax and accountancy rules are specific to those working in Bangladesh.
The information provided about the programme shows it, - covers the content needed to achieve the learning objectives and aim(s) - is up to date - is set at the right level for the intended learners	The course is described as post-graduate diploma level. Course has been running for two years and information appears to be current and relevant for level of learners.	Met	
The information provided on the learner profile shows the programme is suitable for them.	Learners are business graduates and part qualified accountants who wish to enter the profession. The course is intended to prepare learners to become professional accountants by gaining membership	Met	

	of a professional organisation.		
The examples of course delivery materials and learner materials, - are well written and clear - will contribute to the achievement of the learning objectives and aim(s)	Sample course materials are clear and well presented and suitable for course.	Met	
Training and/or curriculum delivery plan allows sufficient time to deliver learning objectives	Part 1 – 1 year Part 2 – 6-8m Part 3 – 6-8m Yes, sufficient time to deliver learning objectives	Met	From CPA Bangladesh website https://www.cpabangladesh.com.bd
Methods of delivery meet the needs of different types of learners	Delivered offered as classroom based, online or blended learning so caters for different types of learners.	Met	
The organisation has experience of successful delivery in the particular or a related area of study.	Already are an endorsed provider for IFA.	Met	
Where the organisation outsources the delivery of the programme to a third party, details of this organisation and resources are provided	N/A		
The organisation has sufficient resources to deliver the programme including, - suitable premises - appropriate equipment (if needed) - qualified/experienced trainers	CPA Bangladesh have the classroom facilities for 15 to 20 students. No special equipment is required for the programme. All trainers have business and accountancy training and experience at the level of this programme or above.	Met	
The organisation has quality assurance and review processes which are robust and aim to lead to improvement	Quality of training and assessment is	Met	The separate parts of the programme are also endorsed by

	reviewed. Sampling is carried out during and at the end of programme. Quality standards set out staff qualification and training requirements.		IFA (UK) which has its own quality assurance processes which must be in place for endorsement.
The organisation has Equality and Diversity, Complaints and Data Protection policies which meet ATHE standards	Equality and diversity policy is in line with Equality legislation in the UK. Data protection policy complies with GDPR. Complaints and appeals policy sets out a staged process for complaints and appeals to be made.	Met	
The proposed number of participants over a 12-month period meets ATHE's requirements. There are at least 50 + learners per year likely to register on the programme	The centre has indicated that 30 to 50 students a year are likely to be registered for the programme.		
Desk check completed:			
Reviewer: Susan Blanch			
The endorsement does not pose a risk to ATHE.			
Head of Qualifications decision: Approved			
Signed: Simon Richards			
Date: 11/10/2022			
Review date: 4/10/2022			