

BAC Seminar – Introduction to Accreditation

28 September 2010, led by Mr Robin Laidlaw

Please see below for details of forthcoming seminar Introduction to Accreditation, which is directed at unaccredited colleges applying for accreditation for the first time. The seminar will be held on 28 September at the BAC offices at **44 Bedford Row, London WC1R 4LL** and will run from 10.30am to 4.00pm. A booking form can be found on page 2 and should be returned, either by post to 'BAC Events' at the address above or by fax. The booking form must be accompanied by a payment of **£95** per seminar place, payable by cheque made out to "The British Accreditation Council". If you have any further queries, please contact the events team at events@the-bac.org.

This seminar will offer college managers a “no-commitment” opportunity to hear about the advantages, procedures and requirements involved in gaining BAC accreditation and tips on preparing for a first inspection.

Specific areas will include:

- Introduction to BAC
- Compliance with Tier 4 of the Points Based System
- Legal requirements
- Qualifications and awards
- BAC's minimum requirements
- The inspection process
- Advice on good practice
- Making the most of being accredited

There will be ample time for questions and discussion.

Robin Laidlaw was variously Chief Executive, Chief Inspector and Head of Inspection Services over his 14 years with BAC until his recent retirement. He is now a Senior Inspector and member of the Accreditation Committee, while still contributing to the ongoing development of BAC's accreditation scheme. Before joining BAC he was himself a college principal and a university senior lecturer.

BAC Seminars on the Accreditation Process

BAC Council Room, 44 Bedford Row, Holborn, London, WC1R 4LL

Date:

Institution:

Title:

First name:

Surname:

Email address:

Phone number:

There are vegetarian options provided for lunch, but if you have any other dietary requirements, please describe them here:

Places will be allocated on a first come, first served basis.

If you have any requirements which you feel may necessitate special arrangements, please contact us directly in advance of making a booking.

Please complete this form and return it to BAC, 44 Bedford Row, London, WC1R 4LL with a cheque made out to "The British Accreditation Council" for £95 for each seminar place that you wish to book.

Whether payment has been received or not you will be liable for the whole fee unless we receive written notification 7 days before the event. However, you may delegate a colleague to attend in your place rather than forfeit the full event fee. No refunds will be made for bookings cancelled less than 7 days before the event, or for non-attendance on the day, except in exceptional circumstances.