**Withdrawal of Qualification Policy/Statement**

**Name of Centre:**

# Definition

Withdrawal of qualification is when a centre ceases to deliver the Signature qualifications they have previously been approved for. This could be because the centre closes or can no longer deliver the Signature qualifications.

**Policy Statement**

* We understand that candidates enrolled at our centre must have the opportunity to complete the qualification they are enrolled for.
* If we, as a centre find that we cannot deliver the qualifications, we are approved to offer and have candidates that are enrolled who have not yet completed, we must ensure that we inform Signature.
* Where possible we will find alternative arrangements for candidates to complete their assessments/qualifications.
* If we are unable to find alternative arrangements for candidates to complete their assessments/qualifications, we will notify Signature.

Date of Policy:

Review Date: