

# Provider vetting procedure for UCAS Progress



Vetting procedure for school, college and work-based learning providers to be listed and receive applications.

**For use by UCAS Progress and local authorities under contract**

- **Providers must have a UKPRN** – be listed on the Department of Education (DfE) register of educational establishments in England and Wales, or the Skills Funding Agency (SFA) register of training organisations: [www.gov.uk/government/publications/register-of-training-organisations](http://www.gov.uk/government/publications/register-of-training-organisations)
- **Courses and programmes must be funded** (i.e. by the Education Funding Agency (EFA) or SFA) or be validated by an independent school.
- **For EFA/SFA funded providers**
  - Providers and their courses or programmes must be checked against the DfE or SFA lists.
  - At least one of any qualifications associated with a course must be on the Ofqual Register of Regulated Qualifications. Check online: <http://register.ofqual.gov.uk/Qualification> or download a full set: [www.education.gov.uk/section96/download.shtml](http://www.education.gov.uk/section96/download.shtml). There are some exceptions for performing arts qualifications: [www.education.gov.uk/section96/principles.shtml](http://www.education.gov.uk/section96/principles.shtml)
  - Courses must be fully funded for students using our service (16–19 year olds and 16–24 year olds with Special Education Needs and Disabilities (SEND)). To check what regulations the SFA enforces check the SFA website: [www.gov.uk/government/organisations/skills-funding-agency](http://www.gov.uk/government/organisations/skills-funding-agency)
- **Independent schools**
  - Independent schools must be checked against the **ISI (Independent Schools Inspectorate)** which is responsible for all independent schools whose members belong to associations covered by the **Independent Schools Council**.

These associations are:

- The Girls' Schools Association (GSA) [www.gsa.uk.com](http://www.gsa.uk.com)
- Headmasters' & Headmistresses' Conference (HMC) [www.hmc.org.uk](http://www.hmc.org.uk)
- Independent Association of Prep Schools (IAPS) [iaps.uk](http://iaps.uk)
- Independent Schools Association (ISA) [www.isaschools.org.uk](http://www.isaschools.org.uk)
- The Society of Heads [www.thesocietyofheads.org.uk](http://www.thesocietyofheads.org.uk)
- Association of Governing Bodies of Independent Schools (AGBIS) [www.agbis.org.uk](http://www.agbis.org.uk)
- Independent Schools' Bursars Association (ISBA) [www.theisba.org.uk](http://www.theisba.org.uk)
- Boarding Schools' Association (BSA) [www.boarding.org.uk](http://www.boarding.org.uk)
- Council of British International Schools (COBIS) [www.cobis.org.uk](http://www.cobis.org.uk)
- Scottish Council of Independent Schools (SCIS) [www.scis.org.uk](http://www.scis.org.uk)
- Welsh Independent Schools Council (WISC) [www.welshisc.co.uk](http://www.welshisc.co.uk)

If an independent school is not a member of any of the above associations they must be inspected by Ofsted as a non-associated independent school.

- **Providers must be subject to Ofsted inspections (or equivalent)** – Check they have had an Ofsted inspection on the Ofsted website: <http://reports.ofsted.gov.uk>.
- **Further checks and questions for additional confirmation**
  - Senior staff membership of Association of School & Colleges Leaders (ASCL), Association of Education and Learning Providers (AELP).
  - Provider or institution membership of Association of Colleges (AoC), AELP, other appropriate bodies such as distance learning associations.
  - Historical partnerships with awarding bodies.
  - Confirmation from the local authority that a provider is listed and an approved provider in their area, or give them the opportunity to verify a list of providers in their area.