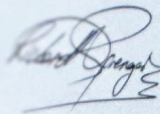




## Accreditation Services



Highfield certifies that  
*Richard Best Learner*  
has successfully passed an assessment for the  
accredited programme entitled:  
Highfield Course Name  
**Level 2 Customer Service in Hospitality**  
Date of Issue 21 August 2023  
Certificate number END70000  
Signature Centre Operations  
Course Director Training Organisation

  
Richard Sprenger, Chairman



A global leader for **qualifications**, assessment, digital solutions, innovative products, **e-learning** and customer service.

# Accreditation services

At Highfield International, we recognise that training needs can be highly specific and may not always align with existing off-the-shelf programmes. Developing tailored content that directly targets defined skills gaps is often essential for sector-specific training.

Our International Accreditation Service offers official recognition for your in-house training from a respected UK and international awarding organisation - providing your programmes with **clarity, structure, and professional credibility**.

## BENEFITS of accrediting your course with Highfield International

- Deliver **bespoke accredited courses** tailored to your clients' exact requirements
- Offer programmes **unique to your organisation**, helping you stand out from competitors
- Gain the **credibility** of issuing certificates from an international awarding organisation approved by UK and international qualification regulators and recognised by global employers
- Provide your learners with **internationally recognisable certification**
- Retain the **full ownership/intellectual property (IP)** of your programme
- Set a benchmark that upholds both the **educational and financial value** of your programme

## Accreditation process

- 1 **Accreditation Scoping Meeting**
- 2 **Client Application** – complete and submit the accreditation application
- 3 **Application Review** – Highfield International reviews the application and confirms accreditation review and learner certification costs
- 4 **Accreditation Fee Payment**
- 5 **Qualification Specification Development** – led by Highfield International
- 6 **Collaborative Development and Validation Process** – covering learning outcomes, assessment criteria, assessment methods, levels mapping and quality assurance procedures
- 7 **Accreditation Sign-off and Launch**



# FAQs

## Frequently Asked Questions

### 1. How long does the accreditation process take?

Accreditation can be completed in as little as 10 working days, depending on the development timelines and the complexity of the programme.

### 2. Who owns the intellectual property for the accredited programme?

The approved centre retains full intellectual property rights over the accredited programme.

### 3. Does Highfield International benchmark the qualification level?

Yes, Highfield International benchmarks programme levels where a level is stated within the title. This is done by using UK qualification levels descriptors as a reference, to ensure the programme aligns with recognised international standards.

### 4. Who develops the learning content?

The subject matter experts from the approved centre are responsible for creating the programme outline and content.

### 5. What type of certification do learners receive?

Learners receive a Highfield International Accredited Certificate, which clearly displays the name of the approved centre. It is also possible to add your own company logo to the certificate.

### 6. Can the certificates be verified online?

Yes. All accredited certificates can be verified online through the Highfield **Checkcert** system.

SCAN  
ME



If you're looking to **accredit an existing bespoke course** or **develop a new programme** for your clients, Highfield International can help you deliver training that stands out and provides your learners with the recognition they deserve.

For more information about our accreditation services, complete the online '**Accreditation Enquiry Form**' form on the [website](#) or contact us directly:



[customerservices@highfieldinternational.com](mailto:customerservices@highfieldinternational.com)



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