

6 April 2016

Our Ref: RO47/2016

Dear Responsible Officer

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Annual statement to Ofqual - 2016

I am writing to tell you about this year's annual statement to Ofqual – the Statement of Compliance process.

Condition B2 of the General Conditions of Recognition requires each recognised awarding organisation to provide us with an annual statement specifying its level of compliance with its Conditions of Recognition.

I can now confirm the dates for this year's submission. You must submit your annual statement **between Wednesday 1 June and midnight on Friday 30 September 2016**. In setting this submission window we have taken into account when the qualifications' regulators in Wales and Northern Ireland expect to ask you to submit such statements.

The process will be similar to that used last year. Please see the attached instructions which explain what information you will need to provide.

To make your submission, you will need to complete an online form. We will send you information on how to do this before the submission window opens on 1 June.

If you have any questions regarding the 2016 process please email us at regulatory.relationships@ofqual.gov.uk.

Yours sincerely



Bryan Horne

Associate Director – Standards for Vocational Qualifications and Apprenticeships

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