

RSL Professional Diplomas - Terms and Conditions

1. These Terms and Conditions apply to applications for registration, assessment awarding in respect of RSL Level 4 and 6 Professional Diplomas offered by RSL Awards Ltd.

Definitions

2. In these Terms and Conditions:

RSL	means RSL Awards Ltd, company registration number 02610574
the Qualification	means one of the following qualifications: <ul style="list-style-type: none">• RSL Level 4 Professional Diploma (DipRSL) – 603/4854/9• RSL Level 6 Professional Diploma – 603/4855/0
the Qualifications	means both qualifications listed above collectively
Entrant	means the person who makes the qualification entry. This person may be: (i) the person who is to be assessed, ie the same person as the Learner; (ii) a parent or guardian of the person who is to be assessed; (iii) a school, college or other educational institution; (iv) an individual teacher entering multiple Learners.
Learner	means the person whose assessment evidence will be assessed and who will be awarded the qualification award if the required conditions are met.
Unit	means one of the units specified in the entry from the list of units that comprise the qualification as stipulated in the syllabus specifications
Entry	means the Entrant's submission of the Learner's details and selection of qualification and units
Registration	means the Learner's confirmed registration on the qualification
Qualification Fee	means the fee payable for the qualification as per price information published by RSL
Assessment Evidence	means text, audio or video material created by the Learner in response to the assessment evidence requirements stipulated in the unit specifications.

Background

3. RSL is a recognised Awarding Organisation and owns the qualifications which have been included on the Ofqual Register of Regulated Qualifications. RSL assesses learners, carries out quality assurance and awards the learner the qualification, subject to the learner meeting the required standards. For avoidance of doubt, the qualification is not a taught course and RSL does not provide teaching, tutoring, individual learning guidance or a learning programme. The qualification is assessed online and does not require any attendance.
4. The learner submits assessment evidence to be assessed by RSL against the requirements prescribed by the relevant unit's specifications.

Entry, Qualification Fee and Registration

5. By submitting an entry, the Entrant makes an application to register the Learner on the qualification specified in the entry form.
6. Where the Entrant is a different person from the Learner, the Entrant warrants that they have the Learner's permission to make the entry on the Learner's behalf.
7. The Entrant warrants that the Learner meets the minimum age requirements as stipulated in the syllabus specifications and that the Learner's level of English reading and writing proficiency is appropriate for the level of the qualification.
8. RSL will review the application and if successful a payment request for the qualification fee will be sent by email to the Entrant. The Learner's Registration will be activated when the payment has been made.
9. The Qualification Fee is charged by RSL in respect of assessing the learner's assessment evidence and providing administration services as well as access to the diploma administration system. For avoidance of doubt, payment of the qualification fee does not equate to entitlement for attaining the qualification award.
10. For the avoidance of doubt, registration for the qualification does not qualify for a UK General student visa (Tier 4) or any other visa.

Completion, Award and Re-sit

11. Upon completed grading of all units, RSL will determine whether the Learner's unit results meet the requirements for the Qualification Award. If the Qualification Award is confirmed, RSL will produce the Qualification Certificate and post it to the Entrant's address.
12. In the event of not attaining the Qualification Award, the Learner will have the opportunity to re-sit units by resubmitting revised assessment evidence. Such a re-sit is subject to re-sit fees published by RSL.

Cancellation

13. The Entrant has the right to cancel the Registration within 14 days of the date the entry was submitted. Such a cancellation is to be notified by emailing diplomas@rslawards.com. RSL will refund the paid Qualification Fees after deduction of an administration fee of £20 and £50 for each unit for which the Learner has submitted Assessment Evidence.
14. If the Entrant notifies RSL of cancellation later than 14 days after the date the entry was submitted, no refund will be given.
15. RSL reserves the right to cancel the Registration if:
 - a. RSL withdraws the qualification from the Ofqual Register of Regulated Qualifications
 - b. RSL is subject to regulatory sanctions which prevent it from offering the qualification or awarding the Qualification Award
 - c. The Entrant or Learner are in breach of any of these terms
16. If RSL cancels the Registration for reasons a. or b. above, the paid Qualification Fee will be refunded in full. If RSL cancels the Registration for reason c. above, no refund will be given.

Learner obligations

17. The Learner agrees to:

- a. Actively engage with the qualification and to submit assessment evidence by the deadline stipulated by RSL
- b. Familiarise themselves with the qualification syllabus specifications
- c. Provide proof of identity / age by uploading scans of relevant documents to the diploma administration system
- d. Update RSL with any changes of contact details
- e. Familiarise themselves with RSL's policies published at <https://www.rslawards.com/about-us/policies-regulations/>

RSL obligations

18. RSL will:
 - a. Provide the Learner with access to resources relevant to the qualification
 - b. Allocate an assessor when the Learner has submitted Assessment Evidence for a unit
 - c. Facilitate quality assurance processes for assessment
 - d. Provide the Learner with a grading result and report for each completed unit within 28 working days of the Learner submitting the Assessment evidence
 - e. Provide a Qualification Certificate if the Learner is awarded the Qualification Award

Data Protection

19. Where the Entrant is a different person from the Learner, the Entrant warrants that the Learner has given consent for the Entrant to provide the Learner's personal information to RSL for the purpose of making the entry for the qualification.
20. By engaging with the qualification, the Learner provides consent that RSL processes their personal information for the purpose of assessing, administering, quality-assuring and awarding the qualification. RSL will not share the Learner's personal information outside of these purposes. The Learner is advised to peruse RSL's Privacy Notice published at <https://www.rslawards.com/about-us/privacy/>.

Use of IT system

21. The Learner agrees to use RSL's diploma administration system only for the purposes of submitting assessment evidence and managing their qualification registration. The Learner agrees not to submit any assessment evidence which contain offensive, obscene or indecent material including that which is pornographic, racist, sexist or violent or which contains computer viruses, trojans or malicious software.
22. The Learner must safeguard their password for the diploma administration system and accepts responsibility for all activities and transactions that take place under their account and password. The Learner should inform RSL immediately if they believe that an unauthorised third party has accessed their account on the diploma administration system without authorisation. The Learner is required under such circumstances to reset their password without delay.

Intellectual Property

23. The Learner warrants that they have created the Assessment evidence and hold the necessary rights to submit them for assessment. By submitting the Assessment evidence, the Learner grants RSL a perpetual licence to utilise the Assessment evidence for the purposes of assessing, administering, quality-assuring and awarding the qualification, including the use as exemplar material provided to other learners as well as teachers and institutions

providing tuition in relation to the qualification. RSL will not publish or use the Assessment evidence outside of these uses.

Changes to Terms

24. RSL may change these Terms from time to time. Any material changes to the Terms will be notified to the Entrant and Learner. Continued engagement with the qualification after the changes have been made will constitute the Learner's acceptance of the changes. Any such notice should therefore be read carefully by the Learner.

Governing Law and Jurisdiction

25. These Terms, and any dispute or claim arising out of or in connection with them or their subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed according to English law.
26. The Entrant irrevocably agrees that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim that arises out of or in connection with these Terms or their subject matter or formation (including non-contractual disputes or claims).
27. The Learner irrevocably agrees that the courts of England and Wales shall have exclusive jurisdiction to settle any dispute or claim that arises out of or in connection with these Terms or their subject matter or formation (including non-contractual disputes or claims).

Severability

28. Should any provision of the Terms be held invalid or unenforceable for any reason or to any extent, such invalidity or enforceability shall not in any manner affect or render invalid or unenforceable the remaining provisions of the Terms, and the application of that provision shall be enforced to the extent permitted by law. Any failure by RSL to enforce the Terms or any provision thereof shall not waive RSL's right to do so.

Indemnification

29. The Entrant agrees to indemnify and hold RSL harmless from and against all damages, losses, and expenses of any kind (including reasonable legal fees and costs) arising out of or related to: (1) The Entrant's breach of the Terms; (3) any activity in which the Entrant engages on or through the qualification; and (4) the Entrant's violation of any law or the rights of a third party.
30. The Learner agrees to indemnify and hold RSL harmless from and against all damages, losses, and expenses of any kind (including reasonable legal fees and costs) arising out of or related to: (1) The Learner's breach of the Terms; (2) any content the Learner submits or otherwise contributes; (3) any activity in which the Learner engages on or through the qualification; and (4) the Learner's violation of any law or the rights of a third party.

Contact

31. The qualification is offered by:

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