

Expression of Interest Form

# Intended for individual courses applying for the accreditation process

Prior to submitting an application form for ScreenSkills accreditation we need to have received this expression of interest form (EOI).

This form will be used:

* As an introduction to your application for accreditation
* As an eligibility check
* To determine the order and timelines within which we will be able to assess your application.

Please read in conjunction with the **Tick guidelines: Application Guidelines and Accreditation Criteria** and contact the Tick Team with any queries or for advice on completing this form.

The Tick Team   
ScreenSkills  
94 Euston Street  
London  
NW1 2HA  
P: 020 7713 9800  
E: [tick@screenskills.com](mailto:tick@screenskills.com)

## General Privacy Policy

ScreenSkills (*or any successor in title)* (‘we’, ‘us’, ‘our’) is committed to protecting and respecting your privacy. For the purposes of the General Data Protection Regulations (GDPR) and any subsequent UK legislation covering data protection the Data Controller is ScreenSkills (our Information Commissioner’s Office registration number is **Z8941934**)

This Policy covers ScreenSkills in relation to the collection and use of the information you give us. It sets out why we collect personal information and how we use that information. It explains the legal basis for this and the rights you have over the way your information is used.

We may change this Policy from time to time. If we make any significant changes we will advertise this on the website. Please check this Policy occasionally to make sure you are happy with any changes: <https://www.screenskills.com/about-us/privacy-policy/>

If you have any questions about this Policy or concerning your personal information please contact ScreenSkills, Data Protection Officer(s) at: [data.protection@screenskills.com](mailto:data.protection@screenskills.com), or by post to Data Protection Officer, ScreenSkills, 94 Euston Street, London, NW1 2HA.

# A: INFORMATION

**A1.** Please provide contact details for the applicant course leader and if applicable any other member of staff to be included in all correspondence:

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| *Name:*  *Email:*  *Telephone/mobile number:*  *Address:* |

**A2.** Course title/level:

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*Example levels may include apprenticeship, short course, foundation, higher education, further education or other*

**A3.**Course leader (if different from above)

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# B: HEADLINE CRITERIA CHECK

**B1.** Please check that you have understood and are committed to paying the accreditation fees as detailed on the ScreenSkills Tick rate card.

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| **Y/N** |

**B2.** Do you consider your course to be industry practice-centred in its approach?

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| **Y/N** |

**B3.** What are the published course aims and objectives?

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| *Please provide a brief summary and link to the public website information on the course.* |

**B4.** Has your course had a least one graduating cohort?

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| **Y/N** |

**B5.**Year course first recruited

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**B6.** Do you have information on where at least 60% of your graduates from the past 1, preferably 3, years are employed and in what roles? (HESA information will not count) **Please note that should your course be accredited, you will be required to provide up-to-date graduate destination information on an annual basis as part of Tick course monitoring.**

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| **Y/N** |

# C: SUBMISSION TIMELINES

**C1.** Please tell us when you will submit your application using the time periods below. We will then use this information to determine the order within which to process applications. **If you do not submit your full application within the selected time period we will need to prioritise other applications.** In the unlikely event that your expression of interest arrives when all periods are full we will have to ask you to place your application on hold and will contact you with a suggested future date of submission.

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| --- | --- |
|  | **Check as appropriate** |
| Submission by Autumn 2018 |  |
| Submission by Winter 2018 |  |
| Submission by Spring 2019 |  |
| Submission by Spring 2019 |  |
| Submission by Spring 2019 |  |

# D: ACCREDITATION SCOPE

### Accreditation application process

The aims and outcomes of the ScreenSkills accreditation process are always the same; accreditation assessment against a set of industry defined criteria to determine the industry relevance of the outcomes of a course. All courses are held up against the same benchmark of excellence in order to reach the accreditation decision.

### Eligibility of Subject Areas

ScreenSkills accreditation covers the majority of subject areas across the Creative Industries including undergraduate and postgraduate courses.

However:

There are a few exceptional subject areas where we are only open to applications at undergraduate or postgraduate level;

There are a few exceptional subject areas that we do not cover;

Where accreditation arrangements are already in place through other organisations, we will refer you to their systems and processes.

Please use the tables below to determine if your course is in scope and eligible to apply.

|  |  |
| --- | --- |
| **Eligible course subject area** | **Notes and exceptions** |
| **Animation** | Accepted |
| **Business/entrepreneurial** | Business and entrepreneurial courses aimed at preparing students for careers predominantly in the Creative Industries. **Not for more general business courses or courses aimed at other sectors.** |
| **CGI/computer graphics/ /motion graphics** | Accepted |
| **Computer games design** | Accepted |
| **Computer games art, technical and programming** | Accepted |
| **Fashion & Textiles** | Includes all undergraduate fashion related courses, including fashion marketing, fashion photography, fashion styling, fashion business etc. textiles design courses and those with a mixture of fashion and textiles will be included but not specialist textiles production courses.  Accreditation for post graduate programmes is not currently available in this sector area. |
| **Film courses** | Including production, directing, editing, cinematography as well as craft based areas such as set design, modelmaking, costume, make-up and hair etc. For screenwriting see below. **Excluding acting/performance** courses and wholly film theory–tiles business etc. Tovide up |
| **Interactive media** | Accepted |
| **Media technology/post production** | **Excluding wholly technical audio courses** – Sound design and composition courses are eligible for ScreenSkills accreditation. |
| **Photo imaging/photography** | Accepted |
| **Publishing (print and online)** | Excluding journalism (see below) |
| **Radio** | Accepted |
| **Screenwriting for media including TV, film, radio, games and interactive** | Accepted |
| **TV/video/broadcast** **media** | Accepted |
| **VFX/compositing** | Accepted |

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| --- | --- |
| **Ineligible course subject area** | **Notes and exceptions** |
| **Journalism** | Please refer to the Broadcast Journalism Training Council, The National Council for the Training of Journalists or the Periodicals Training Council. |

**D1.**  Referring to the table above - does your course fall within scope of the ScreenSkills accreditation process and are you following the correct application process?

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| **Y/N** |

**D2.** If yes, please note which course subject area your course fits into from the table above:

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### Thank you for completing this expression of interest form.

Please send this to ScreenSkills at the email address below. Upon receipt we will:

* Let you know if there is capacity to process the application
* Allocate a member of the ScreenSkills Quality Team to your application
* Conduct an eligibility check

### The Tick Team ScreenSkills 94 Euston Street London NW1 2HA P: 020 7713 9800 E: [tick@screenskills.com](mailto:tick@screenskills.com)