



# ENROLLING IN A TRAINING INSTITUTION

## POINTS TO CONSIDER

### Registration / Accreditation

#### MQA Registered

- Training Institution ✓
- Programme Accredited ✓
- Trainers Registered ✓

Ensure that the training institution is registered with the Mauritius Qualifications Authority, the programme is accredited and trainers are registered. Check the validity periods of the above mentioned and agreement with awarding body, if applicable.

### Training Fees

Be aware of the total cost of the programme, course fees are only part of the equation. Admission, Registration with the awarding body, library, exams or any other applicable fees can considerably impact on the cost of studies.



### Awarding Body

Make sure that the Awarding Body is recognised and that the training institution holds a valid agreement for dispensing the programme. It is better to register directly with the awarding body.



### Training Institution Premises

Visit the training institution to check if the location and facilities available are convenient for you. It is best to pay any advance fees or deposit directly there. Remember to ask for a receipt for any payment made and it should bear the signature of the person collecting money from you.



### Refund Policy

Go through the provider's refund policy, understand all the clauses and agree to them. In case if there is any payment facilities being offered, read all the conditions attached. **You may have to pay the total cost of the training, even if you decide to stop studying.** Be aware of any rights of the training institution to change its fees, policy on late payments and eventual charges.



### Internship / Placement

Should there be any internship/placement or job promise after the course is over, same should be verified. Do not hesitate to call the prospective employer(s) and ask if they have any agreement and other details deemed necessary. Do not be influenced to enroll for a programme because of an eventual job promise.



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