

OUR COMMITMENT TO YOU

- To provide you with support and guidance throughout your course.
- To provide you with submission dates for your work.
- To provide written feedback to support your progression and development.
- Maintain required documentation in line with funding requirements.
- Support you to complete and maintain your individual learning plan.
- Offer an inclusive service and provide reasonable adjustments where required to support learning.
- Respond to any emails or messages received from you within 48 hours
- Offer Information Advice and Guidance about next steps and progression routes

YOUR COMMITMENT TO US

- Follow the requirements of the funding body. Failure to do this may result in funding being suspended.
- To read and follow the outlined policies in the study handbook.
- Submit my assignments in line with my submission dates.
- Attend any meetings, virtually or in person that I have arranged and agreed with my tutor.
- Inform my tutor if I cannot make an agreed appointment.
- Complete my activity record log, this will detail work has been completed at a steady pace.
- Work with my course tutor to complete my individual learning plan.
- Complete end of course paperwork timely.
- Provide course feedback so that Eagles Consultancy can continuously improve the service they offer