



THE INSTITUTE OF FIRE SAFETY MANAGERS
(Founded 1994)

APPLICATION FORM
FOR THE ACCREDITATION OF COURSES AND APPROVED
CENTRE STATUS

Centre/Establishment: _____	
Contact: _____	
Address: _____ _____ _____	
_____	Post Code: _____
Telephone: _____	Fax: _____
E-mail Address: _____	
Centre to be approved: _____ _____ _____	Course(s) to be validated/accredited: _____ _____ _____

Answers to the following questions will enable the committee to appoint an appropriate accreditation team. Once the application has been accepted it may be necessary to request submission of further documentation that will form the basis of the accreditation. Please continue on a separate sheet if necessary.

What is the purpose and objectives of the course?

What are the criteria for the progress of students through the course?
(e.g. Continual assessment, term time examinations etc.)

What are the failure rates by examination/assessment?

Briefly describe the course structure, philosophy and methodology:

What technical subjects are taught?

What are the tutorial and teaching methods?

What are the subject options?

Describe the resources available to students. (e.g. Residential accommodation, library, distance learning etc.).

What are the criteria for staff qualifications and experience? Is support staff available?

What are the arrangements for external moderation, including quality control and standards (e.g. ISO and BS)?

What are the arrangements for practical work?

Are any of the students sponsored?

Is there any industrial or employer involvement in the course?

Is there any involvement of staff with industry?

The completed application form should be sent to:

**The Accreditation Secretary
The Institute of Fire Safety Managers
10 Gilbert Avenue
Walton
Chesterfield
S40 3EU**

accreditation@ifsm.org.uk

On receipt of the application an acknowledgement will be sent to the applicant. Please note that Council and the accreditation team will consider the application with all haste. Further details may be requested from the applicant, before a visit is arranged.