

# CDN Quality Management System

## Candidate induction checklist

**Name:**

**Programme:**

**Start date:**

	<b>Please Tick</b>	<b>Find it here</b>
CDN LearnOnline		Prior to course starting
About CDN		CDN LearnOnline
Content and structure of qualification		Prior to course starting and in CDN LearnOnline
Methods of assessment and internal verification, including roles and responsibilities		CDN LearnOnline
Programme certification and assessment arrangements		CDN LearnOnline
Attendance and absence procedures (including withdrawal from programme)		CDN LearnOnline
Awarding body information		CDN LearnOnline
Academic honesty statement		CDN LearnOnline
Candidate responsibilities		CDN LearnOnline
<b>Policies and procedures</b>		
Equal opportunities		CDN website
Assessment and alternative assessment arrangements, including feedback mechanisms		CDN LearnOnline
Remediation and reassessment		CDN LearnOnline
Assessment appeals		CDN LearnOnline
Verification		CDN LearnOnline
Malpractice		CDN LearnOnline
Complaints		CDN website
Data protection/Privacy Policy		CDN website
Retention of records		CDN website

Under the terms of the Data Protection Act 1998, I am aware that my personal details are being shared with Awarding Bodies for registration, achievement and certification purposes and by signing this candidate induction I give CDN consent to do so. For further information please click on [CDN Privacy Policy](#).

I confirm that I have read and understood the CDN documents listed above, and know how to access the information.

Signature xxxxxxxx

Date