

# Centre Approval Journey for new Training Providers

The journey below is for **Training Providers** who are **not currently approved** with another Awarding Organisation, **or** are looking to deliver a new sector **using Innovate Awarding** as their Awarding Organisation.

Submit your **centre approval application** – please [click here](#) to download the form

**Innovate Awarding** will send an invoice for the sum of £500, which is to cover the cost of the Approval Visit

**Provider** pays for the Approval Visit and sends a confirmation of payment

**Innovate Awarding** will process the report and send it to the Provider within 5 working days

Once the Approval visit has taken place, **the EQA** will submit their approval report within 2 working days

**Innovate Awarding** allocates an External Quality Advisor (EQA) who will contact the Provider to organise a suitable date for the visit

If Approval is granted, the Provider will be sent a **Centre agreement and VAT form to complete**

Once the Provider has returned the Centre Agreement and VAT form, the **Centre Administrator will receive login** details to QuartzWeb (our online registration and certifications portal) within 2 working days

**Provider** is able to register learners