

APPLICATION FOR EFC COURSE ENDORSEMENT AND LABELLING

Course Name		
Course Subject¹		
Course Level^{2,3}		
Short summary of course⁴		
Contact link to web site for information, to be included on EFC web site		
Course Language		
Examination Language		
Course location Country/Countries		
EFC European Member Society making this application⁵		Margin to be used by Assessors to approve/disapprove
Does the Society Own this course?		
IF NOT, who does?		
Is the Society responsible for the teaching/delivery of the course?		
IF the Society does not deliver the course, who does?		

¹ Examples: cathodic protection, pipe coating inspection, microbially assisted corrosion, atmospheric corrosion testing

² E.g., ISO 15256 Levels 1 to 5 or the Council of the European Union Recommendation 2107/C 189/03 Levels 1 to 8. Note, by comparison the ISO L5 is EU L8, the ISO L4 is EU L6 or L7, ISO L3 is EU L3 or L4, ISO L2 is EU L1 and ISO L1 is EU L1

³ Applicants are encouraged to submit multiple Levels of courses, where they exist and for which Labelling is required, to facilitate efficient administration

⁴ 5 lines maximum

⁵ It is mandatory that any application is supported and proposed by a European EFC Member Society and that Society confirms the accuracy of the information submitted. By making this Application the Society confirms that it considers the course to be competent and professionally delivered

Was the course authored by the Society		
IF NOT, who did?⁶		
Is there a governing procedure for course development, assessment and delivery?*		
Is there a governing procedure for training centres or places of course delivery?*		
IF the course is in accordance with a published National, CEN or ISO Standard, what is that Standard? Or if directed towards a particular Technical Subject, related to corrosion, what is it?		
Outline the audit/review/update process to ensure the course content and delivery are to the required standard/quality		
Is there a detailed Syllabus?*		
Is there related practical, field, instrumentation or laboratory training and assessment?		
Are there defined learning outcomes?*		
Can the course lead to Certification?		
IF YES, by whom / to what Standard and to what Levels		
Who delivers the course (the 'trainers/tutors')?		

⁶ For example, a University or a particular Specialist in conjunction with an EFC Member Society

What qualifications do the trainers or tutors have?		
Is there a formal feedback process from the course attendees?		
IF YES, how is the feedback collated and assessed?		
How often is the course content reviewed / updated?		
Is there an examination linked to the course? Who sets the questions?		
IF YES, who marks the examination?		
Is the marking moderated (checked by other Examiners)?		
IF YES, what % of marking is moderated?		
Outline examination duration and type⁷		
Summarise what procedures are in place to ensure impartiality of course delivery, assessment and any qualification or certification being issued		
Are the procedures in accordance with standards, e.g. EN/IEC 17024 or ISO 29993?		
FOR RE-APPLICATION Report of Records of Attendee Satisfaction, Complaints and Comments		

* Copies of documents may be requested by the EFC

⁷ Examples, open book, closed book essay and multiple choice mix, essay only, multiple choice only

Contact information

Representative of the Applicant	
Phone number	
E-mail	
Legal address for invoicing the labelling fee	
VAT Number	