This form is submitted 2 months from course end date (unless otherwise agreed).

**Note:** Failing to return Progression and Employment Placement information may result in the application of a sanction on the Provider.

|  |  |  |
| --- | --- | --- |
| Contractor Name: | Contract Number: | Course Finish Date: |
| Course Title: | Course Location: | PLSS Reference/Course Code: |

**Course Completers**

|  |  |
| --- | --- |
| 1. Number of Participants that completed the full Course[[1]](#footnote-1) |  |
| 1. Number of Participants that partially completed the Course[[2]](#footnote-2) |  |
| 1. Number of Participant that left the course early[[3]](#footnote-3) |  |

**Certification attainment for Participants that fully completed the course**

|  |  |
| --- | --- |
| 1. Number of Participants that fully completed the Course and achieved a QQI Major Award only |  |
| 1. Number of Participants that fully completed the Course and achieved a QQI Component Awards only (not a Major Award) |  |
| 1. Number of Participants that fully completed the Course and achieved other Awards |  |

**Certification attainment for Participants that partially completed the course**

|  |  |
| --- | --- |
| 1. Number of Participants that partially completed the Course and achieved a QQI Major Award only |  |
| 1. Number of Participants that partially completed the Course and achieved a QQI Component Awards only (not a Major Award) |  |
| 1. Number of Participants that partially completed the Course and achieved other Awards |  |

**Participants that fully completed the course and progressed to and started another FET or HET Course**

|  |  |
| --- | --- |
| 1. Number of Participants that fully completed the Course and progressed to and started another FET course at the same or higher level |  |
| 1. Number of Participants that fully completed the Course and progressed to and started another HET course at the same or higher level |  |

**Participants that partially completed the course and progressed to and started another FET or HET Course**

|  |  |
| --- | --- |
| 1. Number of Participants that partially completed the Course and progressed to and started another FET course at the same or higher level |  |
| 1. Number of Participants that partially completed the Course and progressed to and started another HET course at the same or higher level |  |

**Participants that fully completed the course and entered Full Time or Part Time Employment, Self-Employment, Employment Scheme, Voluntary Work**

|  |  |
| --- | --- |
| 1. Number of Participants that fully completed the Course and entered Full Time paid Employment |  |
| 1. Number of Participants that fully completed the Course and entered Part Time paid Employment |  |
| 1. Number of Participants that fully completed the Course and entered Self Employment |  |
| 1. Number of Participants that fully completed the Course and entered an Employment Scheme |  |
| 1. Number of Participants that fully completed the Course and entered Voluntary Work |  |

**Participants that partially completed the course and entered Full Time or Part Time Employment, Self-Employment, Employment Scheme Voluntary Work**

|  |  |
| --- | --- |
| 1. Number of Participants that partially completed the Course and entered Full Time paid Employment |  |
| 1. Number of Participants that partially completed the Course and entered Part Time paid Employment |  |
| 1. Number of Participants that partially completed the Course and entered Self Employment |  |
| 1. Number of Participants that partially completed the Course and entered an Employment Scheme |  |
| 1. Number of Participants that partially completed the Course and entered Voluntary Work |  |

|  |  |
| --- | --- |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Contractor’s signature | \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date |

1. **Completing the full course**, means the learner completed all of the modules including the assessments, i.e.completed 100% of the course content and duration. [↑](#footnote-ref-1)
2. **Definition: Partially completing the course**, means the learner completed **some** of the modules and related assessments but not all of the modules, i.e. completed less than 100% of the course content and completed more that 25% of the course content and duration. [↑](#footnote-ref-2)
3. **Definition: Leaving course prematurely** (typically might be classified as an early exit or dropout), means the learner completed **less than 25% of the course content and duration.** [↑](#footnote-ref-3)