# CIVICA

## [ Civica College Management

## Integrated student management for post-16 education

With our secure cloud technology

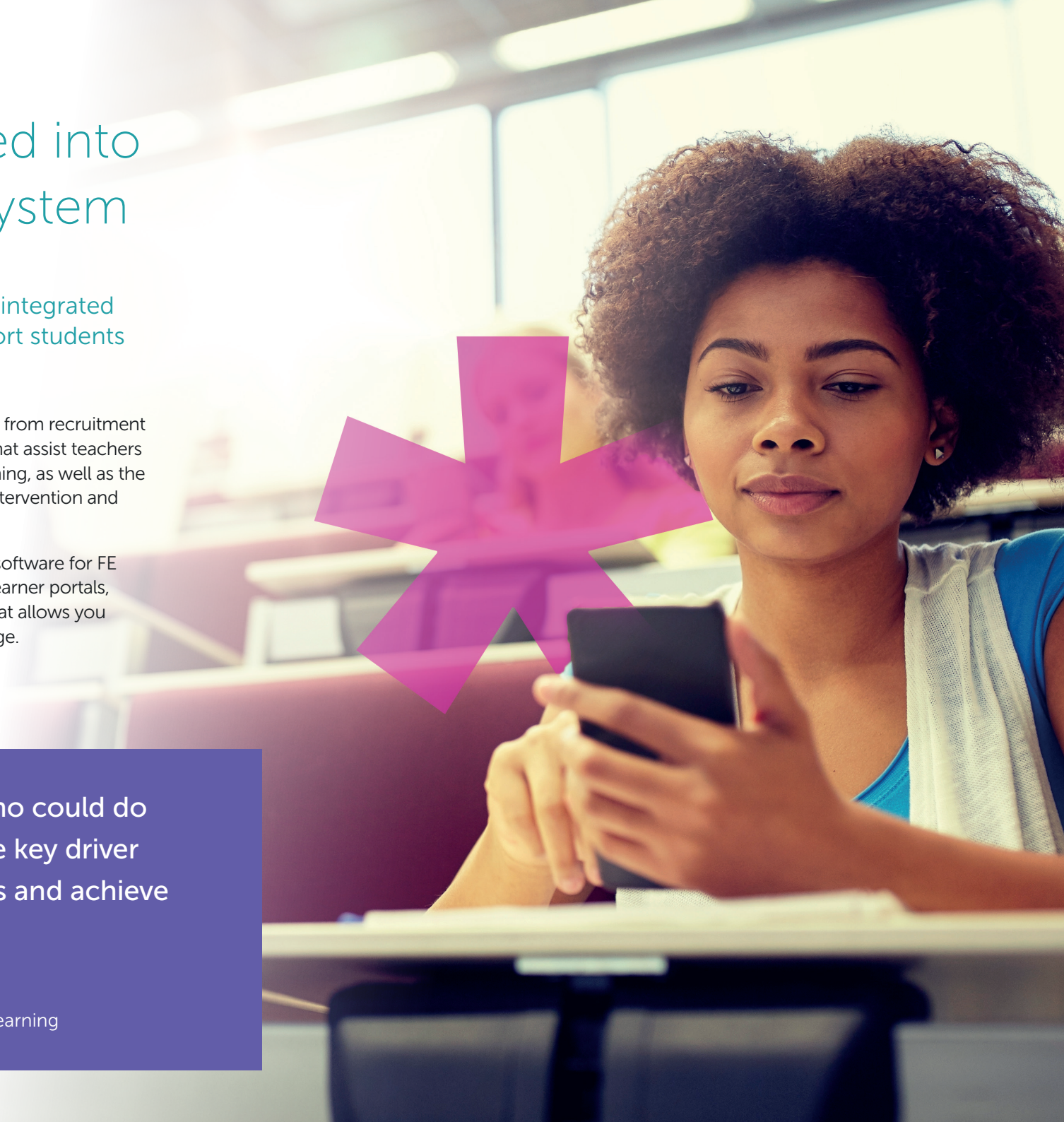# The power of cloud technology harnessed into your management system

## Civica College Management is a powerful integrated cloud MIS, designed to manage and support students at your college.

Civica College Management supports the learner journey from recruitment to qualification. It delivers accurate insights and reports that assist teachers in building individual plans for student retention and learning, as well as the future planning of your establishment. It supports early intervention and measures improvements across your organisation

Civica College Management is part of our suite of cloud software for FE establishments, including finance software, HR, payroll, learner portals, estate management, payments, and recruitment tools, that allows you manage the complete lifecycle of a student at your college.

> **"** There is no member of staff who could do their job without REMS. It is the key driver to allow us to monitor progress and achieve our aims effectively."
>
> **Richard Durston**
> Director of Institutional Effectiveness, Active Learning

# Why choose Civica College Management?

## New opportunities

- We understand that recruiting prospects has a huge impact on the future security of your establishment.

- Civica College Management provides all the tools you need to put together a curriculum that will maximise learner recruitment and secure funding.

- Use your existing data to evaluate fees and forecast revenues and course viability. So, you can take advantage of new opportunities and avoid potential future problems.
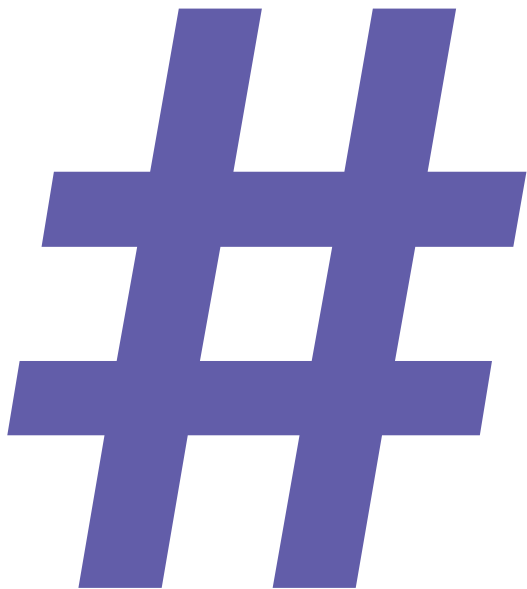
## Powerful reporting

- Produce fast and accurate statutory returns with our simple reports and dashboards, including the individual learner record (ILR).

- Our joined up approach to data and reporting will provide all the information you need to make better informed decisions.

## Maximum output

- Our scalable cloud software saves you money on IT infrastructure and makes the system more secure and accessible for learners and staff.

- Students can browse courses, make enquiries, apply and enrol at your college in their own time via an easy to use portal.

- They can monitor the progress of their applications online, book interviews and upload documents, as well as apply for bursaries.

## Higher success rate

- Supports the learner journey from enquiry and enrolment through to graduation for a smoother process and great experience of your college.

- Provide a great service to your students with automated admissions workflow, integrated assessment data, responsive learner support and intuitive exam management.

- Monitor students' individual progress, identify those who need extra support, and measure improvements across your establishment with ease.
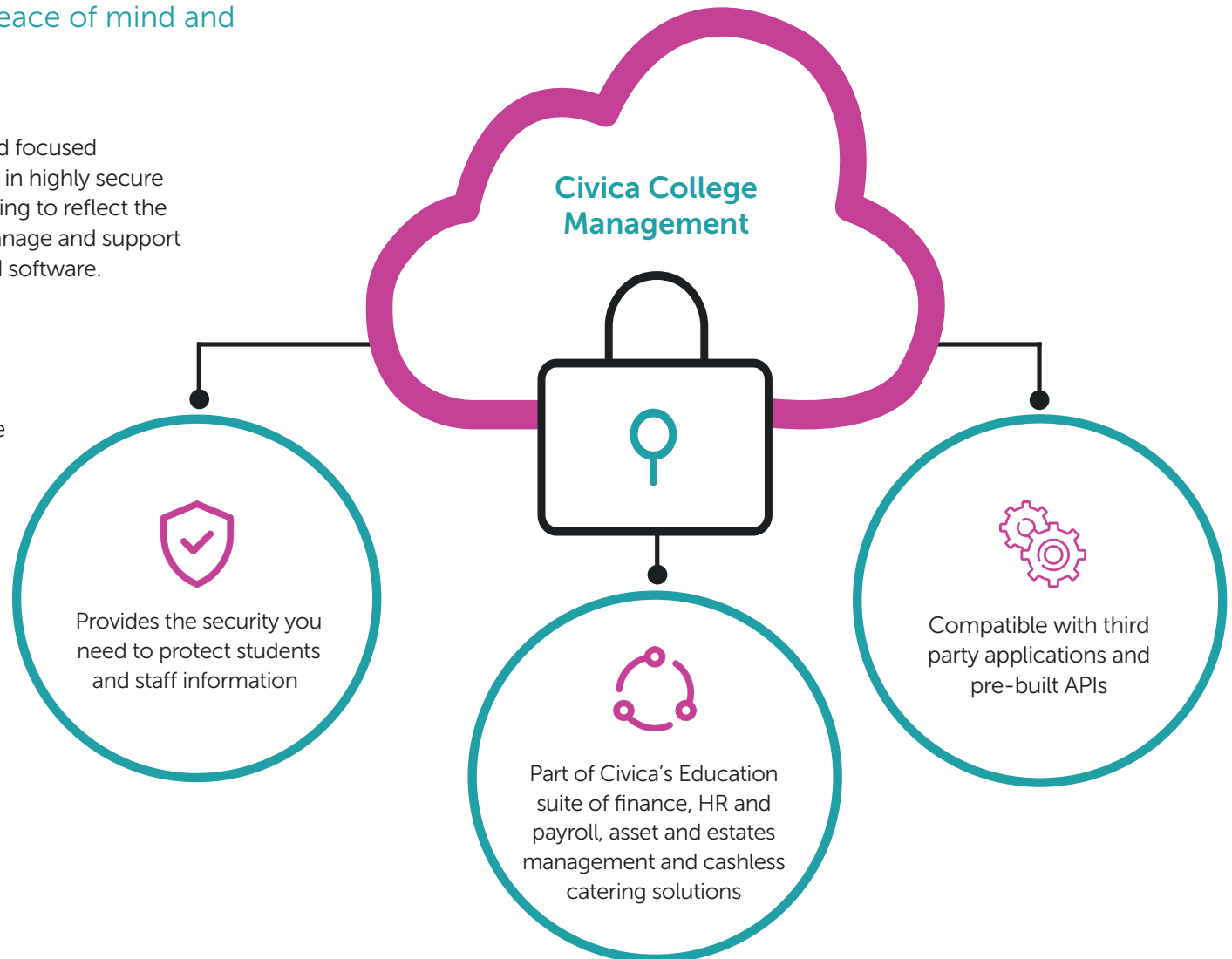
# Protect students' data.
# Protect students' futures.
# **Protect against cyber attacks.**

Protect your college and students from increasing cyber attacks. Moving to secure cloud systems provides peace of mind and saves you money too.

Civica College Management cloud system has the scale and focused expertise that's needed to combat cyber threats. It's hosted in highly secure data centres, with our security capabilities constantly updating to reflect the changing threat landscape. Colleges and FE groups can manage and support learners with no need to secure on-premises hardware and software.

## Unlock the benefits of cloud technology:

- One simple platform ensures everyone is on the same page and removes the need for multiple systems

- Remove the chance of duplicated information that could damage GDPR compliance

- Create a bespoke system that works for you with in-built APIs

- Upgrades are simple and quick with professionals at hand all year round

- Confidently secure and protect your data online at all times with cloud technology

- Save money with a more scalable, resilient environment

**Civica College Management**

Provides the security you need to protect students and staff information

Part of Civica's Education suite of finance, HR and payroll, asset and estates management and cashless catering solutions

Compatible with third party applications and pre-built APIs

## Everything you need on a single platform

### Online enrolment
Streamline the enrolment process. Our online portal allows students to browse key course data, enrol online and make payments instantly. You'll be able to track and manage every student and course in real-time, cutting down time and administration tasks.

### Electronic signatures
Allows learners to electronically sign key documents, reducing the cost of printing and posting, duplicate documentation and increase GDPR compliance.

### Maximise recruitment
Our integrated online portal allows potential learners to easily manage their applications. Students can enquire, accept offers, book interviews and apply for extra financial awards.

### Statutory Returns
Easily produce statutory returns for both England and Scotland (ILR & FES) as well as reports and surveys needed by the Office for Students (OfS).

### Advanced attendance
With accurate centralised attendance data, you can easily identify non-attendees and manage interventions and extra support with a quick response, reducing the number of student drop outs, improving retention and driving better outcomes.

### Markbook
Opens up precise student monitoring allowing staff to set up custom targets and track the progress of individuals throughout their study cycle.

### Financial awards
Speed up the process of funding vulnerable students and reducing the risk of student drop out. Batch routines allow staff to make additional runs throughout the year.

### Exam management
Manage the entire examination process with sophisticated processing tools. From seating arrangements to exam submission and results.

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Cloud, security and compliance

Unlock the value of data

**Civica College Management**
key features

- Advanced attendance
- Exam management tools
- Statutory returns
- Markbook
- Electronic signature
- Financial awards
- Maximise recruitment
- Online enrolment

Reach for success

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## Key productivity features

### Cloud, security and compliance
With secure cloud-hosting, your data is safe and easily accessible online. REMS supports GDPR strategy and has extensive, user-configurable security validation as standard.

### Unlock the value of data
We use your existing data to help you evaluate feasibility and forecast profitability. So, you can maximise learner recruitment and secure funding. Powerful analysis and reporting tools ensure standards are consistent across the board. Produce fast and accurate statutory returns with simple reports and dashboards, including the individualised learner record (ILR).

### Reach for success
With automated admissions workflow, integrated assessment data, responsive learner support and intuitive exam management you can now monitor students individual progress, identify those who need extra support, and measure improvement across your establishment with ease. You'll have all the information you need to make better more informed decisions.

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## Why we're different

### Single system
No need for disparate systems - combine everything into one. This improves GDPR compliance, reduces administration and offers easy to use technology for staff handling day to day tasks.

### Integrated database
With seamless API services, Civica College Management can easily integrate with other third party applications such as library and payroll systems. This gives you the opportunity to refine the solution to meet the objectives of your college, enabling you to work the way you need.

### Out of the box solution
We'll help you get up and running quickly. Backed by excellent training and onboarding, you'll instantly start to see a quick return of investment. What's more, configuration is optional rather than mandatory, allowing room for an easy implementation.

# 4 reasons why you're in good hands

## 1 | Straight to the point

Civica College Management offers a user-friendly system with tools to support colleges with quick enrolment, student management, and access to individual student information. We help cut down admin data tasks which allows more time to focus on students.

## 2 | Easily implemented

Our experts leave you with fully trained staff so you can start using your management system instantly. We also offer tailored services making Civica College Management completely customisable with easy to use tools. This means the system can be installed and ready to use in as little as a week.

## 3 | Single, central solution

Access tools you need to plan and deliver FE courses and programmes, from timetabling and registers to managing examinations. Civica College Management provides everything you need to support your students, centralising all data into one single system.

## 4 | Trusted technology

Civica has a strong track record in helping customers harness the power of cloud technology securely. We provide a full cloud service from readiness and migration to ongoing management and support of your business-critical applications. For colleges who prefer hosting their own software, College Management can easily be self-hosted.

# Transforming education with Civica

Civica delivers critical software and platforms to schools, academies, colleges and libraries. Our complete suite of products and services streamline financial management, HR and payroll, asset and estates management, compliance and communication, catering, parental payments and more.

We drive efficiency in education, helping you optimise performance and reduce costs. So you can focus efforts on providing the best outcomes for the students you support.

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# CIVICA

# Civica College Management

To find out more and book a demonstration
email **educationsuite@civica.co.uk**

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**UKAS MANAGEMENT SYSTEMS 0026**

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**We invest in people** Gold

Cert No. 663
ISO 9001, ISO 27001, ISO 22301, ISO 14001,
OHSAS 18001, ISO 20000

civica.com/college-management

educationsuite@civica.co.uk

linkedin.com/company/civica

/CivicaUK

@civicaUK