



QTLS Timeline: For applicants registering in September 2020, submitting their portfolio for review in March 2021

Phase 1: Self-assessment and planning

Phase 2: Development activity

Phase 3: Critical reflection

Phase 4: Sharing with supporter

Phase 5: Review and moderation

Phase	Month	QTLS stage	Applicant activity
Phase 1	September	Registration window opens on 1 September and closes on 30 September	Pay £485 or £110 deposit and arrange to make 3 x £125 direct debit payments
	October	Issuing of QTLS Portfolio on 1 October	Read through Knowledge Base and download the Checklist of mandatory evidence
		Self-Assessment	Carry out the online self-assessment Arrange to have your first observation

Phase	Month	QTLS stage	Applicant activity
Phase 1	October/November	About You/Roles & Responsibilities	Complete the About You and Roles and Responsibilities sections Have your first observation
		Professional Development Plan	Complete your Professional Development Plan Hold the first meeting with your supporter
		CPD activity	Start your CPD record
Phase 2	December	CPD activity	Continue with your CPD record Record your professional reading, checking out the Professional Standards Research Map
Phase 2	January	CPD activity	Have your second meeting with your supporter Arrange your final observation Complete your CPD activity
Phase 3	February/March	Critical reflection	Have your final observation
		Final action plan	Complete your critical reflection Have your final meeting with your supporter Complete your final action plan

Phase	Month	QTLS stage	Applicant activity
Phase 3/4	March	Supporting statement Share your portfolio with SET	Share your portfolio with your supporter (two weeks prior to the deadline) Review your supporter's supporting statement Ensure you have paid your fees and share your portfolio with SET for review before the deadline
Phase 5	April	Review and moderation	
Phase 5	May	Notification of results	