## Application Process for the NZ Dyslexia-Friendly Quality Mark (DFQM)

1. Read information on the Ako Aotearoa website

Watch the clip, read the FAQs, ask any questions you might have



2. Register your application for the DFQM

Click on the registration link on the website; you will receive a link to access the online tool



3. Follow the guidance provided in the online tool

Facilitators will guide you through the process, provide webinars, feedback and resources



4. Prepare an action plan and a portfolio of evidence

Facilitators provide ongoing support and guidance throughout this process



5. Submit your portfolio of evidence

Achieving the steps in the action plan and developing the portfolio may take up to 6 months



6. Facilitators assess the portfolio of evidence

They may request additional evidence



7. Facilitators arrange a site visit

Site visit to verify your organisation meets the standards; you can resubmit if needed



8. DFQM awarded

The DFQM will be awarded if the standards are met; it will be valid for three years



9. Your organisation will be added to the register of organisations with DFOM status

This will be a public register on the Ako Aotearoa website



www.dfqm.nz

