

Gaining Approval for WorkSkills

The WorkSkills suite of programmes comprises an Award and Certificate at Entry Level and an Award, Certificate and Diploma at Level 1 and Level 2. So a total of 8 different titles.

Are you an existing BTEC centre?

As long as you are an Employer or Training Provider with BTEC or NVQ qualifications at Level 2 or above, or a currently approved School or College you will be able to gain online approval via Edexcel Online. In addition to the normal online approval process we have developed a way to allow you to gain approval for all 8 programmes in one go.

To access this service you will need to go to the programme approval screen in the normal way, so for School and FE centres by clicking on Approvals - Schools and FE followed by Qualification Approval in the BTEC tab. Or for Employers and Training providers Approvals - Other Centres and Higher Award followed by Online Approval Requests.

On the Qualification Level drop-down box there is now a new option called "Multiple Level Qualification" and within the Sector choices "WorkSkills" will be shown. By choosing this option all the WorkSkills programmes will be listed. Once you have entered Programme Leader details and accepted the declaration in the normal way you will be given instant approval for all 8 programmes. Your online mailbox will be populated with an approval letter for each programme.

BTEC	GCE	GCSE	GNVQ	KS/ALAN	NVQ	VCE	DiDA	PLA
Qualification Selection Help ?								
NQF BTEC Entry Level to Level 3: Approvals for Schools and Colleges.								
QUALIFICATION SELECTION								
* - Mandatory Field								
Please use drop down box for each programme.								
*Qualification Level (help) : <input type="text" value="Multiple Level Qualification"/>								
*Sector: <input type="text" value="WORKSKILLS"/>								
Programmes in the WORKSKILLS qualification								
Title	Level							
WORKSKILLS (ENTRY 3) (QCF)	EDEXCEL ENTRY LEVEL BTEC AWARD (WORKSKILLS QCF)							
WORKSKILLS (ENTRY 3) (QCF)	EDEXCEL ENTRY LEVEL BTEC CERTIFICATE (WORKSKILLS QCF)							
WORKSKILLS (QCF)	EDEXCEL LEVEL 1 BTEC AWARD (WORKSKILLS QCF)							
WORKSKILLS (QCF)	EDEXCEL LEVEL 1 BTEC CERTIFICATE (WORKSKILLS QCF)							
WORKSKILLS (QCF)	EDEXCEL LEVEL 1 BTEC DIPLOMA (WORKSKILLS QCF)							
WORKSKILLS (QCF)	EDEXCEL LEVEL 2 BTEC AWARD (WORKSKILLS QCF)							
WORKSKILLS (QCF)	EDEXCEL LEVEL 2 BTEC CERTIFICATE (WORKSKILLS QCF)							
WORKSKILLS (QCF)	EDEXCEL LEVEL 2 BTEC DIPLOMA (WORKSKILLS QCF)							

Is your centre new to BTEC?

If you have no previous experience of delivering BTEC qualifications you will need to follow a slightly different process.

Schools and colleges should gain approval through Edexcel Online. You can get support and guidance from your Regional Adviser, at the relevant Regional Office:

Birmingham	0121 616 2585
Bristol	0117 950 1908
Cardiff	0292 079 4865
Leeds	0113 224 2255
London	020 7190 5300
Manchester	0161 855 7560

Guidance on gaining centre approval can be found in the Information Manual
www1.edexcel.org.uk/imuk/

Employers and Training Providers should contact our Work Based Learning team at
wbl@edexcel.org.uk or by telephone on 0844 576 0045.

