

Applying for Approval to Offer Edexcel NVQ Programmes - Changes to the Process

As part of the commitment by Edexcel to continuously review our processes in pursuit of excellent levels of customer service and to reduce the bureaucratic burden on centres, BTEC Assessment has modified the application process for centres seeking approval to offer Edexcel NVQs. The changes to the application process have been discussed with and have the approval of Ofqual.

- There will no longer be a requirement for centres currently approved to offer Edexcel NVQs to submit copies of certificates, CVs, and staff development plans as part of the application process for NVQs at a higher level or in a different sector. (With the exception of Health & Social Care, Health, Children's Care Learning & Development and Construction Crafts. For these programmes, there are insufficient common units and the inclusion of highly specialist units requires evidence of specialist occupational expertise of assessors and internal verifiers.) These documents should be declared to be available at the time of application and retained by the centre for inspection by the External Verifier during their visit to the centre. There will no longer be an iterative review of the application by an Edexcel NVQ Approval Briefer.
- There is currently an online approvals process available for centres approved to offer Edexcel NVQs seeking to offer Edexcel NVQs in the same sector at a lower level.
- In the near future, Edexcel intends to implement an online application facility via the secure portal, Edexcel Online, for all centre applications for those centres currently approved to offer Edexcel NVQs.
- In the interim, until such time as the application process is entirely an online facility, the application process will be carried out through the submission of the Edexcel NVQ Qualification Approval form, NVQ-QA via email. The NVQ Qualification Approval form, NVQ-QA, has been modified to take account of the agreement with Ofqual. The form specifies the number of sections that need to be completed, depending on the category of the application.
- Centres that are switching to Edexcel from other awarding bodies have to provide information additional to the declarations on the application form, NVQ-QA, as specified on the form. Once more, Edexcel have sought to minimise the amount of information required.
- For those centres that are switching to Edexcel from other awarding bodies and that currently have Direct Claims Status (DCS) for NVQ programmes, Edexcel has gained the agreement of Ofqual that DCS may continue to be conferred on those programmes. In order to secure DCS the centre must *secure a letter from the original awarding body* confirming that DCS applies to the NVQ programme at the time that it is being switched. Conferring of DCS will be subject to review and confirmation by Edexcel.
- For centres that are not currently approved to offer Edexcel NVQs, copies of certificates, CVs, and staff development plans must be submitted as part of the application process. These centres will need to submit both the NVQ Centre Approval Application form, NVQ-CA, and the Edexcel NVQ Qualification Approval form, NVQ-QA, via email. Please contact your Edexcel Regional Office for a member of the Edexcel regional team to assist you in the completion of the approvals application process.

<http://www.edexcel.org.uk/sfc/feschools/regional/role/69547.htm?&bb=False&sq=Regional+Offices>