



SQA's Endorsement Service



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SQA provides a service to endorse qualifications, assessed training programmes and resources. Endorsement by an internationally recognised awarding body, such as SQA, shows your customers that your products or services meet high standards of quality assurance.

What is SQA endorsement?

SQA endorsement demonstrates that your qualification, assessed training programme or resource:

- consistently delivers its stated aims and objectives
- is constantly reviewed and kept up to date
- underpins good practice
- encourages a culture of learning

In a highly competitive training and learning market these features will give you an added advantage when engaging with customers in Scotland, the UK and internationally.

SQA offers two types of endorsement:

- endorsement of qualifications or assessed training programmes, and
- endorsement of resources which support the delivery of SQA qualifications and awards.

Endorsement of qualifications and assessed training programmes

SQA can endorse qualifications and assessed training programmes from another organisation if the product or service meets SQA's endorsement criteria. Endorsed qualifications and assessed training programmes can use the 'SQA Endorsed' logo on in-house certificates and in promotional material.

The qualification must be:

- outcome based
- subject to quality assurance
- assessed
- certificated

Endorsement of resources which support the delivery of SQA qualifications and awards

SQA can endorse learning, teaching and assessment materials to support SQA qualifications, which have been produced and published by another organisation. Resources and promotional material must be branded with the 'SQA Endorsed' logo and an endorsement statement outlining the nature of the endorsement.

The resource must be:

- fit for purpose
- subject to quality assurance
- accurate and up-to-date in their content
- support SQA qualifications



There are three key stages to the endorsement application process:

Step one

We will provide an application pack containing straightforward forms and detailed guidance to help you complete them. You will be allocated a dedicated member of staff from our experienced team who will be on hand to provide guidance and advice, and to ascertain whether the key requirements have been met.

Step two

The submission will then be scrutinised and a subject expert appointed to evaluate your application. As part of the scrutiny, an SQA representative will visit your organisation to ensure all necessary procedures and processes are in place.

Step three

On completion of the evaluation, your application will be presented to the SQA Endorsement Group for a final decision.

How do I apply for SQA endorsement?

Endorsement is open to all organisations which have created their own qualifications, assessed training programmes or resources which support the delivery of SQA qualifications. Many types of organisation can make an endorsement submission, including:

- employers
- training providers
- professional bodies
- schools
- colleges

Quality assurance

SQA conducts annual audits to confirm that qualifications, assessed training programmes and resources continue to meet SQA's endorsement criteria.

Frequently asked questions

Do I need to become an SQA approved centre?

No, you do not have to become an SQA approved centre in order to gain endorsement.

Can we use the 'SQA Endorsed' logo on our certificates?

Yes, the 'SQA Endorsed' logo can be used on certificates for learners.

Can we use the 'SQA Endorsed' logo on our resources?

Yes, after your resource has been endorsed the logo can be used along with the endorsement statement on the resource and associated promotional material.

Can a new qualification/assessed training programme or resource be endorsed?

Organisations can submit existing qualifications, assessed training programmes or resources which learners are already using, or those yet to be delivered or used by learners.

How long does the process take?

A straightforward submission should take approximately 3 months from receipt to full endorsement. This assumes the submission is complete. If details have been omitted, then the process may take slightly longer.

Is there a charge for this service?

As this is a commercial service, there is a charge. For further details please contact SQA's Endorsement Service.

Other services offered by SQA

Customised Awards

A Customised Award is a qualification which has been tailored to meet the skills needs of an individual company. The awards can be developed in any occupational area and at any level – from the most junior to the most senior.

SQA staff will work with your company's own specialists to develop an award which matches your company's requirements and meets SQA's standards. Employees who achieve a Customised Award will get a certificate which, by virtue of SQA's standing and reputation, will be recognised internationally. Customised Awards must be delivered through an SQA Approved Centre, and are quality assured and certificated by SQA. For more information, please contact our Customised Awards Service.

SCQF Credit Rating Service

The Scottish Credit and Qualifications Framework (SCQF) provides a national vocabulary for describing learning and makes the relationship between qualifications clearer. It clarifies entry and exit points and progression routes; and it increases the opportunities for credit transfer.

If your organisation awards qualifications that are not currently in the SCQF framework, or offers learning programmes that do not result in recognised qualifications, the SCQF provides a new opportunity to make these products more attractive and useful to your learners.

SQA's Credit Rating Service can allocate an SCQF credit rating to your provision and can be used to compliment our endorsement of qualifications and customised awards services. If you would like further information, please contact our Credit Rating Service.

Contract and Assessment Services

SQA has a dedicated Contract and Assessment Services team which can provide your organisation with a high quality one-stop examination administration service for your vocational and/or professional qualifications.

The range of services we provide can be tailored to suit your individual requirements, but can typically include:

- syllabus development
- question paper development and production
- processing candidate data from enrolment through to marks and results
- appointment of Examiners, Revisers, Invigilators, Markers and Verifiers
- examination centre approval
- approval of training provider course programmes and monitoring compliance to standards through a verification schedule
- organisation of examination venues
- online examination systems
- distributing examination material
- issuing results and certificates
- a range of examination statistical reports
- secure data transfer of examination results to external sources.

Contact information

If you would like to know more about SQA's endorsement service, or are interested in making a submission, please contact us:

Telephone: 0845 279 1000

E-mail: endorsement@sqa.org.uk



Customer Contact Centre

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