



Choosing Appropriate Assessor and/or Verifier Qualifications

Publication Date: July 2014

Updated: September 2015

Publication Code: AA6827

Published by the Scottish Qualifications Authority
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www.sqa.org.uk

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Note

In the table that follows, column 1 describes **four categories** which encompass the types of qualification being assessed or internally verified and the context for assessment – ie a workplace or non-workplace environment.

For each category:

- ◆ Column 2 lists the types of assessor/internal verifier qualifications that those assessing or internally verifying are required to achieve.
- ◆ Column 3 lists the types of assessor/verifier qualification that centres may accept when recruiting new assessor or internal verifiers.

Seeking advice on the most appropriate qualifications

Centres are advised to contact their SQA when requiring assistance in deciding upon the most appropriate qualification for assessors and internal verifiers.

For regulated workplace assessor/internal verifier qualifications such as L&D9, L&D9DI, L&D11 and the equivalent QCF Units, they must be achieved by:

- Assessor-candidates conducting assessment in their candidates' workplace
- Internal verifier–candidates conducting internal verification of workplace assessment

NB

Approved Realistic Working Environments are deemed to be considered the candidates' workplace for some SVQ qualification areas.

While assessing the following qualifications:	Candidates must seek to achieve one of the following assessor qualifications:	Centres can accept the following assessor qualifications:
<p>S/NVQ/Units and SQA qualifications based on the assessment of workplace competence, assessed in the candidates' workplace.</p> <p>(SQA qualifications include Workplace Core Skills and PDAs based on SVQ Units)</p>	<ul style="list-style-type: none"> ◆ <u>L&D9D or L&D9DI</u> ◆ <u>TQFE plus CPD (in line with current L&D9D/9DI Standards)</u> ◆ <u>QCF Level 3 Award in Assessing Competence in the Work Environment</u> ◆ <u>**QCF Level 3 Certificate in Assessing Vocational Achievement</u> 	<ul style="list-style-type: none"> ◆ L&D9D or L&D9DI ◆ A1 or A2 plus CPD (in line with the current L&D9 Standard) ◆ TQFE plus CPD (in line with the current L&D9 Standard) ◆ D32 and/or D33 plus CPD (in line with current L&D9 Standard) ◆ QCF Level 3 Award in Assessing Competence in the Work Environment ◆ **QCF Level 3 Certificate in Assessing Vocational Achievement
<p>Qualifications on the QCF with the purpose of <i>D1: Confirming competence in an occupational role to the standards required</i> – assessed in the candidates' workplace.</p> <p>*Competence Based Qualifications (CBQs) based on National Occupational Standards and assessed in the candidate's workplace.</p>	<ul style="list-style-type: none"> ◆ L&D9D or L&D9DI ◆ TQFE plus CPD (in line with current L&D9D/9DI Standards) ◆ QCF Level 3 Award in Assessing Competence in the Work Environment ◆ **QCF Level 3 Certificate in Assessing Vocational Achievement 	<ul style="list-style-type: none"> ◆ L&D9D or L&D9DI ◆ A1 or A2 plus CPD (in line with the current L&D9 Standard) ◆ TQFE plus CPD (in line with current L&D9 Standard) ◆ D32 and/or D33 plus CPD (in line with current L&D9 Standard) ◆ QCF Level 3 Award in Assessing Competence in the Work Environment ◆ **QCF Level 3 Certificate in Assessing Vocational Achievement

* CBQ qualifications are based on National Occupational Standards and assessed in the candidates' workplace.

** The QCF Level 3 Certificate comprises three Units. Unit 1 is a knowledge Unit, Unit 2 requires assessment to be conducted in the workplace and Unit 3 requires assessment to be conducted in non-workplace environments.

While assessing the following qualifications:	Candidates may seek to achieve the following assessor qualifications:	Centres may accept the following assessor qualifications:
<p>Non-workplace qualifications - those that don't require candidates to display workplace competence in their place of work</p> <p>Non workplace qualifications include:</p> <p><u>National Qualifications (NQs) eg - Skills for Work. National 5 to Advanced Higher</u></p> <p><u>SQA Awards e.g. Employability, Steps to Work</u></p> <p><u>Higher National Units/Certificates/Diplomas (HN/HNC/D)</u></p> <p><u>National Certificates (NCs) National Progression Awards (NPAs) e.g. PC Passport, Enterprise and Employability, Certificate of Work Readiness</u></p> <p><u>Professional Development Awards (PDAs) that are non-SVQ Unit based</u></p> <p><u>NQ Core Skills</u></p> <p><u>*Vocationally Related Qualifications (VRQs)</u></p>	<ul style="list-style-type: none"> ◆ TQFE/SE plus **CPD (in line with current L&D9 Standard) ◆ Conduct the Assessment Process ◆ Carry Out the Assessment Process ◆ QCF Level 3 Award in Assessing Vocationally Related Achievement ◆ ***QCF Level 3 Certificate in Assessing Vocational Achievement 	<ul style="list-style-type: none"> ◆ L&D9D or L&D9DI ◆ Conduct the Assessment Process ◆ Carry Out the Assessment Process ◆ A1 or A2 plus CPD (in line with the current L&D9 Standard) ◆ TQF/SE plus CPD (in line with current L&D9 Standard) ◆ D32 and/or D33 plus CPD (in line with the current L&D9 Standard) ◆ QCF Level 3 Award in Assessing Competence in the Work Environment ◆ QCF Level 3 Award in Assessing Vocationally Related Achievement ◆ ***QCF Level 3 Certificate in Assessing Vocational Achievement

* Vocationally Related Qualifications (VRQs) are developed from National Occupational Standards. They are predominantly knowledge-based qualifications providing learners with the theoretical knowledge behind their chosen occupation.

** CPD is a recommendation for those assessing non-workplace qualifications rather than a requirement.

*** The QCF Level 3 Certificate comprises three Units. Unit 1 is a knowledge Unit, Unit 2 requires assessment to be conducted in the workplace and Unit 3 requires assessment to be conducted in non-workplace conditions.

While assessing the following qualifications:	Candidates may seek to achieve the following assessor qualifications:	Centres may accept the following assessor qualifications:
<p>In-company standards/Units that are assessed in the workplace, however, not awarded by an awarding body</p>	<ul style="list-style-type: none"> ◆ L&D9D or L&D9DI ◆ QCF Level 3 Award in Assessing Competence in the Work Environment ◆ *QCF Level 3 Certificate in Assessing Vocational Achievement <p>Note: Information relating to the conditions required for achieving assessor/internal verifier qualifications where the standards/Units being assessed by the assessor-candidate are not externally quality assured, can be found on SQA's Learning and Development web pages. Refer to the document '<u><i>Achieving the Assessor and Verifier Units through assessing/verifying workplace standards/qualifications not subject to awarding body quality assurance: a checklist for SQA approved centres.</i></u></p>	<ul style="list-style-type: none"> ◆ L&D9D or L&D9DI ◆ A1 or A2 plus **CPD (in line with the current L&D9 Standard) ◆ D32 and/or D33 plus **CPD (in line with the current L&D9 Standard) ◆ QCF Level 3 Award in Assessing Competence in the Work Environment ◆ *QCF Level 3 Certificate in Assessing Vocational Achievement

* The QCF Level 3 Certificate comprises three Units. Unit 1 which is a knowledge Unit, Unit 2 requires assessment to be conducted in the workplace and Unit 3 requires assessment to be conducted in non-workplace conditions.

** For those assessing in-company standards/Units not awarded by an awarding body, CPD is a recommendation rather than a requirement.

While internally verifying the following qualifications:	Candidates must seek to achieve one of the following verifier qualifications:	Centres can accept the following verifier qualifications:
<p>S/NVQ/Units and SQA qualifications based on the assessment of workplace competence, assessed in the candidate's workplace.</p> <p>(SQA qualifications include Workplace Core Skills and PDAs based on SVQ Units)</p>	<ul style="list-style-type: none"> ◆ L&D11 ◆ QCF Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice*** ◆ QCF Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice*** 	<ul style="list-style-type: none"> ◆ L&D11 ◆ V1 plus CPD (in line with the current L&D11 Standard) ◆ D34 plus CPD (in line with the current L&D11 Standard) ◆ QCF level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice*** ◆ QCF Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice***
<p>Qualifications on the QCF with the purpose of <i>D1: Confirming competence in an occupational role to the standards required.</i></p> <p>*Competence Based Qualifications (CBQs) based on National Occupational Standards and assessed in the candidate's workplace.</p>	<ul style="list-style-type: none"> ◆ L&D11 ◆ QCF Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice*** ◆ QCF Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice*** 	<ul style="list-style-type: none"> ◆ L&D11 ◆ V1 plus CPD (in line with the current L&D11 Standard) ◆ D34 plus CPD (in line with the current L&D11 Standard) ◆ QCF Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice*** ◆ QCF Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice***

* CBQ qualifications are based on National Occupational Standards and assessed in the candidates' workplace.

*** Achievement of all Units that make up the Group Award(s) is also acceptable if certification of the Group Award(s) itself has not been sought.

While internally verifying the following qualifications:	Candidates may seek to achieve the following verifier qualifications:	Centres may accept the following verifier qualifications:
<p>Non-workplace qualifications - those that don't require candidates to display workplace competence in their place of work</p> <p>Non workplace qualifications include: National Qualifications (NQs) e.g. Skills for Work, National 5 to Advanced Higher SQA Awards e.g. Employability, Steps to Work Higher National Units/Certificates/Diplomas (HN/HNC/D) National Certificates (NCs) National Progression Awards (NPAs) e.g. PC Passport, Enterprise and Employability, Certificate of work readiness Professional Development Awards (PDAs) that are non-SVQ Unit based NQ Core Skills Functional Skills *Vocationally Related Qualifications (VRQs)</p>	<ul style="list-style-type: none"> ◆ TQFE/SE plus **CPD (in line with current L&D11 Standard) ◆ Conduct the Internal Verification Process ◆ Internally Verify the Assessment Process plus **CPD (in line with current L&D11 Standard) ◆ QCF Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice*** ◆ QCF Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice*** 	<ul style="list-style-type: none"> ◆ L&D11 ◆ TQF/SE plus CPD (in line with the current L&D11 Standard) ◆ Conduct the Internal Verification Process ◆ Internally Verify the Assessment Process plus CPD (in line with the current L&D11 Standard) ◆ V1 plus CPD (in line with the current L&D11 Standard) ◆ D34 plus CPD (in line with the current L&D11 Standard) ◆ QCF Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice*** ◆ QCF Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice***

* Vocationally Related Qualifications (VRQs) are developed from National Occupational Standards. They are predominantly knowledge-based qualifications providing learners with the theoretical knowledge behind their chosen occupation.

** CPD is a recommendation for those verifying non-workplace qualifications rather than a requirement.

While internally verifying the following qualifications:	Candidates may seek to achieve the following verifier qualifications:	Centres may accept the following verifier qualifications:
<p>In-company standards/Units that are assessed in the workplace, however, not awarded by an awarding body</p>	<ul style="list-style-type: none"> ◆ L&D11 ◆ QCF Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice*** ◆ QCF Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice *** <p>Note: Information relating to the conditions required for achieving verifier qualifications where the standards/Units being verified by the verifier-candidate are not externally quality assured can be found on SQA's Learning and Development web pages. See the document 'Achieving the Assessor and Verifier Units through assessing/verifying workplace standards/qualifications not subject to awarding body quality assurance: a checklist for SQA approved centres'.</p>	<ul style="list-style-type: none"> ◆ L&D11 ◆ V1 plus *CPD (in line with the current L&D11 Standard) ◆ D34 plus *CPD (in line with the current L&D11 Standard) ◆ QCF Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice*** ◆ QCF Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice***

* For those verifying in-company standards/Units not awarded by an awarding body, CPD is a recommendation rather than a requirement. Additional guidance on all qualifications listed, except TQFE/SE, can be obtained from SQA's Learning and Development web pages.

*** Achievement of all Units that make up the Group Award(s) is also acceptable if certification of the Group Award(s) itself has not been sought.