

## **APPENDIX 3**

### **SCQF CREDIT RATING AND LEVELLING OF SVQs**

#### **RECOMMENDATION FOR OVERALL SCQF LEVEL AND FOR MINIMUM AND MAXIMUM CREDIT VALUES FOR SVQS**



## **Allocating an overall SCQF level to a SVQ**

**SQA Accreditation recommends the following methodology for allocating an overall SCQF level to a SVQ.**

**Once you have allocated SCQF levels to the individual units within an SVQ, you then have to derive a SCQF level for the SVQ as a whole.**

**Research indicates that, in general, most mandatory units are at the same level as the whole qualification, with optional units varying by no more than one level above or below that point.**

**If all of your SVQ units have been mapped against one SCQF Level Descriptor, then you can generally assume that the SVQ will be mapped against that SCQF level as well.**

**Users of the Level Scorecard (part 1) are asked to match the language in the SVQ unit descriptors against the statements which are the 'best fit' to the SCQF level descriptor and to provide evidence to justify that match.**

**Should you at any point in this process come up against any difficulty in allocating an overall SCQF level to the SVQ, then please consult with your SQA Accreditation Manager for further advice.**

## Allocating an overall SCQF level to a SVQ

The overall SCQF level for a SVQ is normally derived from the SCQF level of the mandatory units.

Thus, a SVQ with five mandatory units at the following SCQF levels 6, 6, 7, 7 and 6 respectively, would be assigned to an overall SCQF level 6.

### Example 1

SVQ Unit Title	Mandatory Unit (M) Optional Unit (O)	SCQF level	SCQF credit points
Calculate SCQF credit	M	6	7
Allocate SCQF level	M	6	7
Communicate effectively with colleagues in relation to SCQF credit	M	7	5
Communicate effectively with colleagues in relation to SCQF level	M	7	5
Prepare the Units to be SCQF credit rated and levelled	M	6	7

**Example 2**

<b>SVQ Unit Title</b>	<b>Mandatory Unit (M) Optional Unit (O)</b>	<b>SCQF level</b>	<b>SCQF credit points</b>
<b>Calculate SCQF credit</b>	<b>M</b>	<b>6</b>	<b>20</b>
<b>Allocate SCQF level</b>	<b>M</b>	<b>6</b>	<b>25</b>
<b>Communicate effectively with colleagues in relation to SCQF credit</b>	<b>M</b>	<b>7</b>	<b>60</b>
<b>Communicate effectively with colleagues in relation to SCQF level</b>	<b>M</b>	<b>7</b>	<b>20</b>
<b>Prepare the Units to be SCQF credit rated and levelled</b>	<b>M</b>	<b>6</b>	<b>15</b>

However, it is important to also note the SCQF credit points attached to each of the units. In example 2 above, if the credit points attached to each of the five Units are 20, 25, 60, 20, and 15 respectively then the candidate would have 60 credit points at level 6 and 80 credit points at level 7. As the greatest volume of learning is at level 7, the qualification overall would be would be levelled at SCQF level 7.

## **Deciding on allocating an overall SCQF level to a SVQ**

**Once you have decided on the overall SCQF level of the SVQ using the models outlined previously, you will need to test if your decision reflects the SCQF Level Descriptor.**

**You do this by matching the SVQ to the SCQF Level Descriptor as a whole. Concentrate on the levels around which your qualification/learning programme sits. So, for example, if from the work you have already done you have decided the SVQ is at SCQF level 6, start by looking at the levels around SCQF level 6, i.e. levels 5 and 7.**

**You should ask why the SVQ is not at the SCQF level above or below the decision you have reached.**

**Once you are satisfied with the overall SCQF level selection, record your recommended level and the rationale for your decision, i.e. how did you decide on the level, what factors did you consider? This should be completed on the form entitled *Recommendation for Overall SCQF Level and Minimum and Maximum SCQF Credit Values for SVQs*.**

**Your recommendations for the overall SCQF level of a SVQ will be formally reviewed by SQA Accreditation and subsequently considered for approval. It is important to include all the information relating to your decision.**

## **SQA Accreditation Co-ordination Group (ACG)**

**In addition to SQA accreditation of qualifications, ACG approves:**

- **SVQ Structures**
- **Assessment Strategies**
- **Core Skills Signposting**
- **SCQF Credit Rated and Levelled SVQs**

**SSCs/SSBs are required to work in partnership with Awarding Bodies to determine the SCQF credit and level for the individual SVQ units and the overall SCQF level for the units.**

**The SSC/SSB must then submit the SCQF credit and level recommendations to SQA Accreditation for ACG consideration and approval. This approval is required before the SCQF credit value and SCQF level for the SVQ(s) in question can appear on the SCQF.**

**Calculating the overall SCQF credit for a SVQ**

**SQA Accreditation recommends the following methodology for calculating the overall SCQF credit for SVQs.**

**SCQF credit points are used to quantify units and qualifications and give them a value or currency. This includes SVQ units and SVQs. Credit points can be used by interested parties (e.g. learners, employers, other qualification providers) to give them an idea of how much learning has taken place, and to compare this with other qualifications.**

**The SCQF credit points that are allocated to SVQ units are general credit points and are allocated to outcomes of learning that are subject to valid, reliable methods of assessment.**

**SCQF credit points are calculated by measuring the 'volume' of an outcome of learning. This is arrived at by estimating the amount of time required by the 'average' learner to achieve the outcomes at a particular level.**

**A minimum and maximum SCQF credit value for each SVQ pathway contained within the SVQ qualification structure will be required. This will provide all candidates with a credit value for the relevant SVQ pathway they choose.**

**Please note - this will need to take into account all possible optional units for the candidate to achieve the SVQ.**

**Should you at any point in this process come up against any difficulty in calculating a minimum and maximum SCQF credit value for the SVQ then please consult with your SQA Accreditation Manager for further advice.**

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**SSCs/SSBs are required to work in partnership with Awarding Bodies to determine the SCQF credit and level for the individual SVQ units and the overall SCQF level for the units.**

**The SSC/SSB must then submit the SCQF credit and level recommendations to SQA Accreditation for ACG consideration and approval. This approval is required before the SCQF credit value and SCQF level for the SVQ(s)**



## Calculating overall SCQF credit for a SVQ

The minimum and maximum credit value for each pathway for a SVQ is normally found by calculating the credit values for the mandatory and selected optional units.

### Example

The candidate must achieve all five mandatory units and three optional units to gain this SVQ.

SVQ Unit Title	Mandatory Unit (M) Optional Unit (O)	SCQF level	SCQF credit points
Calculate SCQF credit	M	6	7
Allocate SCQF level	M	6	7
Communicate effectively with colleagues in relation to SCQF credit	M	7	5
Communicate effectively with colleagues in relation to SCQF level	M	7	5
Prepare the units to be SCQF credit rated and levelled	M	6	7
SCQF Credit Rating: Principles	O	5	5
SCQF Credit Rating: Practice	O	5	6
SCQF Levelling: Principles	O	5	5
SCQF Levelling: Practice	O	5	6
Allocating an overall SCQF level	O	6	4
Calculating minimum and maximum credit values	O	6	6

## Minimum SCQF credit points

The SCQF credit point total for the mandatory units is 31 SCQF credit points. (7+7+5+5+7)

If the candidate undertakes the lowest values from the optional units then the minimum credit points from the optional units will be 14 credit points. (5+5+4)

Giving the total *minimum* SCQF credit value of 45 SCQF credit points (31 + 14)

## Maximum SCQF credit points

The SCQF credit point total for the mandatory units is 31 SCQF credit points. (7+7+5+5+7)

If the candidate undertakes the highest values from the optional units then the maximum credit points from the optional units will be 18 SCQF credit points. (6+6+6)

Giving the total *maximum* SCQF credit value of 49 SCQF credit points. (31+18)

Once you have calculated the minimum and maximum SCQF credit values for the SVQ and or the pathways within the SVQ and you are satisfied with your SCQF credit calculations, record your recommended credit values and the rationale for your decision, i.e. how did you decide on the SCQF minimum and maximum credit points level, what factors did you consider? This should be completed on the form entitled *Recommendation for Overall SCQF Level and Minimum and Maximum SCQF Credit Values for SVQs*.

Your recommendations will be formally reviewed by SQA Accreditation, so it is important to include information to allow SQA Accreditation to make a judgement on your recommendations.

**Recommendation for Overall SCQF Level and for Minimum and Maximum SCQF credit values for SVQs.**

<b>SQA ACCREDITATION</b>			
<b>RECOMMENDATION FOR OVERALL SCQF LEVEL AND FOR MINIMUM AND MAXIMUM SCQF CREDIT VALUES FOR SVQS</b>			
<b>SCQF LEVEL AND MINIMUM AND MAXIMUM SUBMISSION</b>			
<b>SVQ Title</b>			
<b>SVQ Level (if applicable)</b>			
<b>SSC/SSB name</b>			
<b>Recommended overall SCQF level</b>			
<b>Rationale for recommendations of the overall SCQF level</b>			
<b>Recommendations for minimum SCQF Credit Value</b>		<b>Recommendation for maximum SCQF Credit Value</b>	
<b>Rationale for recommendations of the minimum and maximum SCQF credit values of SVQs</b>			
<b>Name and job title</b>			
<b>Organisation</b>			
<b>Signature</b>			
<b>Date</b>			