Choosing Appropriate Assessor and/or Verifier Qualifications

Note

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

For each type:

♦ 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 Business Development Manager, the Qualifications Manager or the SQA Business Development & Customer Support Team on 0303 333 0330 or e-mail: **mycentre**@**sqa**.org.uk when requiring assistance in deciding upon the most appropriate qualification for assessors and internal verifiers.

Regulated workplace assessor/internal verifier qualifications such as L&D9, L&D9DI, L&D11 and the equivalent RQF Units must be achieved by:

♦ Assessor-candidates conducting assessment in their candidates' workplace

♦ Internal verifier–candidates conducting internal verification of assessment carried out in candidates' workplaces

*Approved Realistic Working Environments (RWE) are deemed to be the candidates' workplace for some SVQ qualification areas. Please consult the Assessment Strategy for the vocational area concerned for further details on whether or not this is permitted.

Note: In all situations it is imperative that assessors/internal verifiers meet the occupational competence requirements specified in the Assessment Strategy/Group Award Specification for the qualification being assessed or internally-verified.

While assessing the following qualifications:	Assessor-candidates must achieve one of the following assessor qualifications:	Centres can accept the following assessor qualifications:
S/NVQ units and SQA qualifications based on the assessment of workplace competence, assessed in the candidates' workplace. (SQA qualifications include Workplace Core Skills**** and PDAs based on SVQ Units)	♦ L&D9D or L&D9DI ♦ TQFE plus CPD (in line with current L&D9D/9DI Standards) ♦ RQF Level 3 Award in Assessing Competence in the Work Environment ♦ **RQF Level 3 Certificate in Assessing Vocational Achievement	♦ 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) ♦ RQF Level 3 Award in Assessing Competence in the Work Environment ♦ **RQF Level 3 Certificate in Assessing Vocational Achievement
Qualifications on the RQF with the purpose of _D1: Confirming competence in an occupational role to the standards required_ – assessed in the candidates' workplace. ***Competence Based Qualifications (CBQs) based on National Occupational Standards and assessed in the candidate's workplace.**	♦ L&D9D or L&D9DI ♦ TQFE plus CPD (in line with current L&D9D/9DI Standards) ♦ ** RQF Level 3 Award in Assessing Competence in the Work Environment ♦ ***RQF Level 3 Certificate in Assessing Vocational Achievement	♦ 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) ♦ **RQF Level 3 Award in Assessing Competence in the Work Environment ♦ ***RQF Level 3 Certificate in Assessing Vocational Achievement

*   CBQ qualifications are based on National Occupational Standards and assessed in the candidates' workplace. The RQF Level 3 Award comprises two units. Unit 1 is a knowledge Unit and Unit 2 requires assessment to be conducted in the workplace.

**   The RQF Level 3 Award comprises two Units. Unit 1 is a knowledge Unit and Unit 2 requires assessment to be conducted in the workplace.

***   The RQF 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.

**** Providing the evidence is produced by the learner in their place of work, carrying out activities that are naturally occurring.

While assessing the following qualifications:	Assessor-candidates may seek to achieve one of the following assessor qualifications:	Centres may accept the following assessor qualifications:
Non-workplace qualifications — those that don't require candidates to display workplace competence in their place of work Non-workplace qualifications include: ♦ National Qualifications (NQs) eg Skills for Work; National 5 to Advanced Higher ♦ SQA pre-employment Awards eg Employability, Steps to Work ♦ Higher National Units/Certificates/Diplomas (HN/HNC/D) ♦ National Certificates (NCs) National Progression Awards (NPAs) eg PC Passport, Enterprise and Employability, Certificate of Work Readiness ♦ Professional Development Awards (PDAs) that are non-SVQ Unit based ♦ NQ Core Skills – assessment of Workplace Core Skills where evidence is derived from SQA Assessment Support Packs (ASPs) ♦ *Vocationally Related Qualifications (VRQs)	♦ TQFE plus **CPD (in line with current L&D9 Standard) ♦ Conduct the Assessment Process ♦ ***RQF Level 3 Award in Assessing Vocationally Related Achievement ♦ ****RQF Level 3 Certificate in Assessing Vocational Achievement	♦ 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) ♦ TQFE plus** CPD (in line with current L&D9 Standard) ♦ D32 and/or D33 plus CPD (in line with the current L&D9 Standard) ♦ RQF Level 3 Award in Assessing Competence in the Work Environment ♦ ***RQF Level 3 Award in Assessing Vocationally Related Achievement ♦ ****RQF 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 RQF Level 3 Award comprises two units. Unit 1 is a knowledge Unit and Unit 3 requires assessment to be conducted in non-workplace environments.

**** The RQF 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:	Assessor-candidates may seek to achieve one of the following assessor qualifications:	Centres may accept the following assessor qualifications:
In-company standards/units that are assessed in the workplace, but not awarded by an awarding body	♦ L&D9D or L&D9DI ♦ *RQF Level 3 Award in Assessing Competence in the Work Environment ♦ **RQF Level 3 Certificate in Assessing Vocational Achievement **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 '*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*'.	♦ 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) ♦ RQF Level 3 Award in Assessing Competence in the Work Environment ♦ *RQF Level 3 Certificate in Assessing Vocational Achievement

* The RQF Level 3 Award comprises two units. Unit 1 is a knowledge Unit and Unit 3 requires assessment to be conducted in non-workplace environments.

** The RQF 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.

*** 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:	Internal-verifier candidates must achieve one of the following verifier qualifications:	Centres can accept the following verifier qualifications:
S/NVQ Units and SQA qualifications based on the assessment of workplace competence, assessed in the candidate's workplace. (SQA qualifications include Workplace Core Skills and PDAs based on SVQ Units)	♦ L&D11 ♦ **RQF Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice ♦ **RQF Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice	♦ L&D11 ♦ V1 plus CPD (in line with the current L&D11 Standard) ♦ D34 plus CPD (in line with the current L&D11 Standard) ♦ **RQF level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice ♦ **RQF Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice
Qualifications in the RQF with the purpose of *D1: Confirming competence in an occupational role to the standards required.* ***Competence Based Qualifications (CBQs) based on National Occupational Standards and assessed in the candidate's workplace.**	♦ L&D11 ♦ **RQF Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice ♦ **RQF Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice	♦ L&D11 ♦ V1 plus CPD (in line with the current L&D11 Standard) ♦ D34 plus CPD (in line with the current L&D11 Standard) ♦ RQF Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice** ♦ **RQF 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 individual units from the group award is also acceptable

While internally verifying the following qualifications:	Candidates may seek to achieve one of the following verifier qualifications:	Centres may accept the following verifier qualifications:
Non-workplace qualifications — those that don't require candidates to display workplace competence in their place of work Non-workplace qualifications include: ♦ National Qualifications (NQs) eg Skills for Work, National 5 to Advanced Higher ♦ SQA Awards eg Employability, Steps to Work ♦ Higher National Units/Certificates/Diplomas (HN/HNC/D) ♦ National Certificates (NCs) National Progression Awards (NPAs) eg PC Passport, Enterprise and Employability, Certificate of work readiness ♦ Professional Development Awards (PDAs) that are non-SVQ Unit based ♦ NQ Core Skills ♦ *Vocationally Related Qualifications (VRQs)	♦ Conduct the Internal Verification Process ♦ Internally Verify the Assessment Process plus **CPD (in line with current L&D11 Standard) ♦ ***RQF Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice ♦ ***RQF Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice	♦ L&D11 ♦ 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) ♦ ***RQF Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice ♦ ***RQF 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.

***   Achievement of all individual units from the group award is also acceptable

While internally verifying the following qualifications:	Candidates may seek to achieve one of the following verifier qualifications:	Centres may accept the following verifier qualifications:
In-company standards/units that are assessed in the workplace, but not awarded by an awarding body	♦ L&D11 ♦ **RQF Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice ♦ **RQF Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice **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'.	♦ L&D11 ♦ V1 plus *CPD (in line with the current L&D11 Standard) ♦ D34 plus *CPD (in line with the current L&D11 Standard) ♦ **RQF Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice ♦ **RQF Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice

** Achievement of all individual units from the group award is also acceptable.