

Top Tips for the QCF

Rules of Combination (RoC) for qualifications within the QCF - Part One

- describe what the learner needs to do to achieve the qualification
- help the qualification to be flexible in meeting the needs of different learners
- enable learners to transfer their achievements from one qualification to another

Involve the full range of stakeholders using:

- ***consultative process***

Seek feedback from those with an interest and knowledge of the qualification subject matter.

- ***technical panel***

Bring together a panel of people with different perspectives; with the expertise to develop the RoC; selected on the basis of their knowledge of the subject; and familiar with the needs of learners likely to be taking the qualifications

- ***information from existing qualification rules of Combination***

Some qualifications can be developed from existing RoC for QCF provision. In this case it may not be necessary to redefine the RoC, but it is important to recognise opportunities for credit transfer.

When developing Rules of Combination, you will need to...

Check the QCF unit databank

- Check if there are relevant units on the QCF unit databank.
- Your RoC can either be newly developed or adapted to a RoC format that already exists for those units. In certain cases, qualifications can be developed entirely from existing QCF units. When this happens, you may need to either redefine the RoC or use one that already exists.
- It is important to recognise any additional opportunities for credit transfer through the use of exemption and credit transfer.

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Consider the possibility of credit from equivalent units

- When looking for equivalent units, you should check the QCF unit databank for units in other qualifications that may provide equivalence to ones in the RoC. In this way, you may be able to provide more opportunities for learners to transfer their achievement and reduce the assessment burden.
- Besides considering the unit title, level and credit value, you will need to check that the learning outcomes and assessment criteria are similar enough to provide true equivalence.

Take account of exemptions

- Try to ensure that learners who have certified achievements outside of the QCF can claim exemption from units within your qualification where they are considered to be relevant and of equal value.

Qualifications of different sizes

Take advantage of the flexibility that the QCF provides to create qualifications of different sizes to reflect the stage of development and interests of the target groups of learners. For example...

- A QCF Award (between 1 and 12 credits) enables you to offer opportunities for initial, small achievements and provide encouragement and progression to learners who may lack confidence or do not want to commit to more substantial learning
- A QCF Certificate (between 13 and 36 credits) provides routes to achievement for people at work who want to have their CPD accredited to provide evidence of progression within their career
- A QCF Diploma (37 credits or more) is a substantial qualification which can provide the necessary evidence that the individual is fully occupationally competent or professionally qualified to undertake substantive roles in their industry

It is worth noting that, similar to a Russian doll, the award can be nested in the certificate so that learners do not have to repeat what they have already achieved. Likewise the same is true for the certificate, which can also be nested in the diploma. This is an important part of the opportunities for progression within the QCF.

Top Tips for the QCF

See next Top Tips for RoC Part Two

Getting help – QCF sources of information

Guidelines for writing credit based units of assessment for the Qualifications and Credit Framework, (version 4) QCDA 2009 <http://www.qcda.gov.uk/resources/4374.aspx>

Regulatory arrangements for the Qualifications and Credit Framework, Ofqual, DECELLS and CCEA, August 2008 http://www.ofqual.gov.uk/files/Regulatory_arrangements_QCF_August08.pdf

QCF Level Descriptors, Annex E of Regulatory Arrangements for the Qualifications and Credit Framework: Ofqual/08/3726 <http://www.qcda.gov.uk/resources/4374.aspx>

QCF interactive resources, reports and guidance supplied by QCDA
<http://www.qcda.gov.uk/resources/4374.aspx>

QCF section of OFQUAL website <http://www.ofqual.gov.uk/qualification-and-assessment-framework/89-articles/145-explaining-the-qualifications-and-credit-framework>

Leitch Review of Skills, Prosperity for all in the global economy, world class skills, 5 December 2006
<http://www.official-documents.gov.uk/document/other/0118404792/0118404792.pdf>

We're happy to offer you a FREE initial half hour consultation with one of our credit experts.

Contact us on 0845 226 1712, or at info@stratagia.co.uk to discuss how we could help you.