



# Corrections and updates

## Admin Guide: Vocational Qualifications 2013/14

We have made some amendments and added new qualification details as follows to the *Admin Guide: Vocational Qualifications 2013/14*.

The online version is correct and up to date: [www.ocr.org.uk/admin-guides](http://www.ocr.org.uk/admin-guides)

Text in *italics* indicates replaced text.

Page(s)	Entry code	Updates
<b>8.1 Timetabled and window-based test dates</b>		
31	10331	Timetabled assessment dates and times added.
<b>10.1 When will results and/or certificates be issued?</b>		
46	05680 and 05677	March and June results and certificate dates added.
<b>Entry Codes: Advice and Guidance (QCF)</b>		
55	10185	Qualification number: <i>501/1901/1</i>
56	10214	<i>Last date to make entries is 31 December 2013.</i>
59–60	10271 and 10272	Last date to make entries is <i>31 March 2014</i> .
<b>Entry Codes: Business Skills (QCF)</b>		
72–79	10186, 10187, 10188, 10189, 10190, 10191, 10192, 10193	<i>Last date to make entries is 31 December 2013.</i>
<b>Entry Codes: Professional Services (QCF)</b>		
83	10355	Made up of: <i>Units 28–32</i>
83–85	10356, 10357, 10354, 10355, 10358, 10339, 10338	The assessment method for these seven Professional Services (QCF) qualifications is now visiting moderation. Further details on visiting moderation arrangements will be added to the <i>Guide</i> shortly.
<b>Entry Codes: Contact Centres (QCF)</b>		
93–95	10263, 10264, 10265	Deleted: Certification only: last certification date is 31 December 2014. Added: <i>Last date to make entries is 31 December 2013.</i>
96–100	10266, 10267, 10268, 10269	<i>Last date to make entries is 31 December 2013.</i>
<b>Entry Codes: Health and Safety (QCF)</b>		
106	10176, 10177	<i>Last date to make entries is 31 December 2013.</i>

Page(s)	Entry code	Updates
<b>Entry Codes: Health and Social Care (QCF)</b>		
129–135	04695, 04697, 04698, 04699	<i>Last date to make entries is 31 December 2013.</i>
<b>Entry Codes: Health, Public Services and Care (QCF)</b>		
172	01788, 01789	Certification only: last <i>certification</i> date is 31 August 2014.
<b>Entry Codes: Employment Related Services (QCF)</b>		
178	09869	Units 1–4 (20 credits) 17 credits from Units 5–46, of which at least 4 must be at Level 3.
<b>Entry Codes: IT Users (QCF)</b>		
204–206	03992, 03993, 03995, 13995, 03996, 03998, 03999, 13996,	<i>Credits from the SSU cannot count towards the requirement for half the optional units to be at the same level as the qualification.</i>
206	13999	Deleted: Units 86, 87, 88 and 89. <i>Credits from the SSU cannot count towards the requirement for half the optional units to be at the same level as the qualification.</i> <i>The Fundamentals Units cannot be used.</i>
<b>Entry Codes: Learning and Development (QCF)</b>		
233	10232	<ul style="list-style-type: none"> <li>An additional 33 credits from Units 4–31 (excluding Unit 21), of which at least 18 must come from Units 25–31 to achieve the endorsement (Management)</li> <li>23 credits or more must be achieved at Level 4</li> <li>If selected, <i>Units 15 and 16</i> must be taken in combination with Unit 14. However, Unit 14 can be taken without being linked to any other units.</li> </ul>
<b>Entry Codes: Being Entrepreneurial (QCF)</b>		
241	10341, 10342, 10343, 10344	New qualification details added: <i>Being Entrepreneurial (QCF)</i> .
<b>Entry Codes: Employability Skills (QCF)</b>		
241	10345, 10347, 10349	New qualification details added: <i>Employability Skills (QCF)</i> . These qualifications replace 10178, 10179 and 10180.
242	10346, 10348, 10350	New qualifications details added: <i>Employability Skills (QCF)</i> . These qualifications replace 00017, 00018 and 00019.
243	10178, 10179, 10180	<i>Last date to make entries is 31 December 2013.</i> <i>Last certification date for the Entry Level and the Level 1 qualifications is 31 December 2014.</i> <i>Last certification date for the Level 2 Award is 31 December 2015.</i> Barred combinations for achievement of the full qualification (See Guide for details)
243	00017, 00018, 00019	<i>Registration ends 31 December 2013.</i> <i>Last certification date for Entry Level and the Level 1 qualifications is 31 December 2014.</i> <i>Last certification date for the Level 2 Certificate is 31 December 2015.</i> Barred combinations for achievement of the full qualification (See Guide for details)

Page(s)	Entry code	Updates
<b>Entry Codes: Personal Life Skills (QCF)</b>		
244	10273, 10275, 10277, 10274, 10276, 10278	Barred combinations: <ul style="list-style-type: none"> <li>• Only one of Units 1, 9 and 14</li> <li>• Only one of Units 2, 10 and 15</li> <li>• Only one of Units 3, 11 and 16</li> <li>• Only one of Units 5, 12 and 17.</li> </ul>
<b>Entry Codes: Plant Operations (QCF)</b>		
247	01793	Qualification details added. <i>Open for certification only: last certification date is 31 July 2015.</i>
248	10340	<i>Last date to make entries is 31 March 2014.</i>
<b>Entry Codes: Road Transport (QCF)</b>		
250	09888	Credit value: 29 or 31 credits
<b>Entry Codes: Retail Skills (QCF)</b>		
264–265	10285, 10286, 10288, 10289, 10290, 10293, 10291, 10294, 10292, 10295	Further details on unit combinations added.
268	10295	New Level 2 unit added: <i>Unit E19: Work effectively in a retail environment.</i>
<b>Entry Codes: Exercise and Fitness (QCF)</b>		
271–273	01783, 01784, 03914, 03915	<i>Last date to make entries is 31 December 2013.</i>
<b>Entry Codes: Sport and Recreation (QCF)</b>		
274	03977	<i>Last date to make entries is 31 December 2014.</i>
274	03978	<i>Last date to make entries is 31 December 2013.</i>
276–277	09885, 09886, 10279, 10280	<i>Last date to make entries is 30 April 2014.</i>
277–278	10281, 10282	<i>Last date to make entries is 31 December 2013.</i>
<b>Entry Codes: Supporting Teaching and Learning in Schools (QCF)</b>		
283, 285	04470	Unit 53: Supervise whole class learning activities (Level 3) removed. This unit is not applicable to this qualification.
<b>Entry Codes: Teaching in the Lifelong Learning Sector (QCF)</b>		
286	04510, 06613, 10173	Barred combinations <i>for achievement of the full qualification</i> (See <i>Guide</i> for details)
290	10322	Made up of: <i>Unit 27 or 28</i>