

NOTICE TO CENTRES

FAO: Exams Officers/Heads of Department

Date: July 2014

Subject: Coaching and Mentoring Qualification Suite Last Certification Date

COACHING AND MENTORING QUALIFICATIONS LAST CERTIFICATION DATE – 31 JULY 2014

As you may be aware the last certification date for the Coaching and Mentoring qualifications is **31 July 2014**. OCR will continue to support and assess the qualifications up to the final certification date for these qualifications listed below:

Entry code	Qualification title	Qualification number	Last certification date
03436	OCR Certificate in Coaching Learners in the Workplace	N/A	31 July 2014
03438	OCR Certificate in Initial Assessment and Support of Learners	N/A	31 July 2014
03440	OCR Certificate in Mentoring in the Workplace	N/A	31 July 2014
03441	OCR Certificate in Review and Assessment of Learning	N/A	31 July 2014

Please be aware that the final certification date, the last date that OCR will produce certificates, is **31 July 2014**.

Our records show that there are still some centres that have candidates entered for the above schemes. All external quality assurance visits and certification claims must be completed by 31 July 2014. This includes EQA visits required to verify any DCS claims made since your last EQA visit. It is a requirement of our agreement with Ofqual that all certification claims are part of a quality assurance visit – this includes DCS certification. If you are not contacted by your OCR external verifier to arrange your final external quality assurance visit please contact the Customer Contact Centre on 02476 851509 or email vocational.qualifications@ocr.org.uk to ensure a visit is arranged.

OCR continues to offer a wide range of vocational qualifications in the Direct Learning Support area. For full details of OCR's full provision, please visit the vocational qualifications section of the OCR website:

www.ocr.org.uk/qualifications/by-type/vocational-qualifications

Please pass a copy of this letter to the relevant staff within your organisation, such as the Course Co-ordinator, IQA or Assessment Staff.

If you have any queries about this notice, please call our Customer Contact Centre on 02476 851509.