

Lifelong Learning Suite of qualifications Submission Cover Sheet

Claim number:

Reference number:
(OCR use only)

This is an interactive pdf, you should enter your details on-screen using the drop-down menus and print off your completed form. This cover sheet is to be used to accompany the work submitted for a single candidate for one of the following schemes as part of the Lifelong Learning Sector. Please select from the drop-down menus the most appropriate description of the candidate's work being submitted.

	Scheme Code	Full Qualification	Single Unit
Level 3 Award in Teaching in the Lifelong Learning Sector	06459		N/A
Level 4 Award in Teaching in the Lifelong Learning Sector	06612		N/A
Level 3 Certificate in Teaching in the Lifelong Learning Sector	04510		
Level 4 Certificate in Teaching in the Lifelong Learning Sector	06613		
Level 5 Diploma in Teaching in the Lifelong Learning Sector	10173		
Level 5 Diploma in Teaching English (Literacy) in the Lifelong Learning Sector	10174		
Level 5 Diploma in Teaching Mathematics (Numeracy) in the Lifelong Learning Sector	10175		
Level 5 Subsidiary Diploma in Teaching English (Literacy) in the Lifelong Learning Sector	10216		
Level 5 Subsidiary Diploma in Teaching Mathematics (Numeracy) in the Lifelong Learning Sector	10217		

Centre Number:

Candidate's surname or family name:

Candidate's first forename:

Candidate's second forename (if any):

Candidate's Date of Birth (dd/mm/yyyy):

Candidate number:

Gender:

Assessment Record

The centre assessor must complete the drop down menu underneath each unit number being claimed for those units that they have assessed. Under no circumstances should any unit be submitted to OCR unless the centre assessor is satisfied that all the necessary criteria for the award of the unit has been met. The units should be claimed on Interchange no more than one week prior to the External verifier visit.

I confirm that all of the submitted evidence was produced unaided by the above candidate.

Internal Verifier's name

External Verifier's name

	Assessor initials	Evidence submitted	Outcome Pass/Fail (to be completed by External Verifier)
Unit no. 1			
Unit no. 2			
Unit no. 3			
Unit no. 4			
Unit no. 5			
Unit no. 6			
Unit no. 7			
Unit no. 8			
Unit no. 9			
Unit no. 10			
Unit no. 11			
Unit no. 12			
Unit no. 13			
Unit no. 14			
Unit no. 15			
Unit no. 16			
Unit no. 17			
Unit no. 18			
Unit no. 19			
Unit no. 20			
Unit no. 21			
Unit no. 22			
Unit no. 23			
Unit no. 24			
Unit no. 25			
Unit no. 26			
Unit no. 27			
Unit no. 28			
Unit no. 29			
Unit no. 30			

	Assessor initials	Evidence submitted	Outcome Pass/Fail (to be completed by External Verifier)
Unit no. 31			
Unit no. 32			
Unit no. 33			
Unit no. 34			
Unit no. 35			
Unit no. 36			
Unit no. 37			
Unit no. 38			
Unit no. 39			
Unit no. 40			
Unit no. 41			
Unit no. 42			
Unit no. 43			
Unit no. 44			
Unit no. 45			
Unit no. 46			
Unit no. 47			
Unit no. 48			
Unit no. 49			
Unit no. 50			