



Fees List: **2013/14**

Introduction

The fees published in this booklet are effective from 1 September 2013 and are based on current administrative procedures.

Fees quoted are accurate at time of publication. OCR reserves the right to amend fees at any time and will notify changes in any subsequent versions.

OCR Fees

What's included in the fee?

	GQ	VQ
Candidate Entry	As stated in Fees List	As stated in Fees List
Certification	✓	✓
Candidate Withdrawal	Refund provided withdrawal made within one month of entry closing date or on production of medical certificate thereafter	No refund provided for qualification withdrawal
Option Change	Refund of initial entry fee provided option change made within one month of entry closing date	n/a
Tier Change	Refund of initial entry fee	n/a
Post results services clerical re-check	n/a	✓
Replacement Certificates	Free of charge within 3 months of results issue	Free of charge within 6 months from the date of certification
Centre Approval (Non-Verified)	✓	✓
Visiting Moderation (Cambridge Technicals/Nationals)	Up to 2 free visits per year	Up to 2 free visits per year
Visiting Moderation (Wider Key Skills and Essential Skills Wales)	n/a	1 free visit per year
External Verification (minimum 16 candidates entries per academic year)	n/a	2 free visits per year
External Verification (minimum 10 candidates entries per academic year)	n/a	1 free visit per year
Active Results (GQ)	✓	n/a
Diagnostic Tool (Progression & Functional Skills)	n/a	✓
CCC Support	✓	✓
CAST (Exams Officer Support)	✓	✓
24 hour on-line support	✓	✓



Searching/Navigating this pdf

Acrobat Reader has an easy-to-use built-in search facility.

- In the tool bar at the top you should see a search box – if you do not see a box press **Control** and **F** (or **Command** and **F** on an Apple Mac) and this will open the search box.
- If known you can enter the qualification scheme code to quickly navigate to the correct page.
- To search by any other criteria click on the down arrow next to the search box and select **Open full reader search**, entering your search text in this box will show detailed results in a second window.
- Alternatively use the clickable links on page 6, these will navigate you to the associated qualification page.

Funding

For detailed information on funding policy please visit the relevant agencies' websites.

For school and 16-18 funding in England, the Education Funding Agency for funding requirements www.education.gov.uk/efa and Section 96 for qualification approvals www.education.gov.uk/section96/

For 19+ funding in England, the Skills Funding Agency
<http://skillsfundingagency.bis.gov.uk/>

For funding rate information in England, LARS (From 1st August 2013)

For funding policy information in Wales, the Welsh government
<http://wales.gov.uk/topics/educationandskills/?lang=en>

For a list of qualifications approved for public funding in Wales, DAQW
www.daqw.org.uk/

For funding policy information for Northern Ireland, Department of Education
www.deni.gov.uk and Department for Employment and Learning
www.delni.gov.uk

Instructions relating to Vocational Qualifications

This year the Fees List incorporates information previously held in the Vocational Qualification Finder (formerly the Curriculum Planner). This additional information only relates to Vocational Qualifications, where candidate entries are permissible, detailed on pages 38 to 75.

Qualifications are grouped in to seven specific areas: Cambridge Technicals, Business, Employability and Life Skills, Health and Social Care, Information Technology, Retail and Logistics and 'Other' Qualifications, as detailed on page 6.

Within these areas qualifications are further segmented by subject ie Business Enterprise, Work Related Learning etc and then sorted by level/size.



Unique number assigned to each qualification by OCR for processing purposes.

Clickable qualification links – clicking on any scheme title emboldened in blue will open relevant web page in web browser accessing associated qualification documentation.

Unique number assigned to each regulated qualification by Ofqual.

Date by which OCR will consider the suitability of the qualification in its present form (with a view to extending/amending/withdrawing).

Total value of credits required to certificate the qualification. Only shown against those qualifications in the QCF.

QCF								
Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
10263	NVQ Award in Contact Centre Operations	1	600/2336/3	31/12/13	12	35-76	20.10	56.30
10264	NVQ Certificate in Contact Centre Operations	1	600/2456/2	31/12/13	21	67-130	20.10	70.40
● 10266	Certificate in Principles of Contact Centre Operations	2	600/2358/2	31/12/13	13	93-104	20.10	50.30
● 10265	NVQ Certificate in Contact Centre Operations	2	600/2451/3	31/12/13	28	96-172	20.10	84.50
● 10267	Certificate in Principles of Contact Centre Operations	3	600/2459/8	31/12/13	16	106-121	20.10	60.30
● 10268	NVQ Diploma in Contact Centre Operations	3	600/2338/7	31/12/13	42	89-237	20.10	123.10
● 10269	NVQ Diploma in Contact Centre Operations	4	600/2356/9	31/12/13	67	215-354	20.10	132.70

QCF								
Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
03454	NVQ Certificate in Customer Service	1	500/9843/3	31/08/14	22	153-160	20.10	58.10
10334	Award in Principles of Customer Service	1	600/7885/6	31/12/15	4	30	20.10	25.80
● 09628	Certificate in Principles of Customer Service	2	600/0840/4	31/12/14	13	93	20.10	47.60
● 03455	NVQ Certificate in Customer Service	2	500/8625/X	31/08/14	28	192-200	20.10	68.80
● 09629	Certificate in Principles of Customer Service	3	600/0752/7	31/12/14	17	113	20.10	58.20
● 03456	NVQ Diploma in Customer Service	3	500/8626/1	31/08/14	42	280-310	20.10	90.00
● 03457	NVQ Diploma in Customer Service	4	500/9203/0	31/08/14	67	443-468	20.10	132.20

Qualifications annotated with a ● in the left margin are those that can be used in an Apprenticeship where OCR offers all of the necessary qualification components required to claim an Apprenticeship.

The prescribed number of hours a member of staff is present to give specific guidance towards the learning aim being studied for the qualification.

The amount payable to enter for individual units within a qualification framework (either mandatory or optional).

A one-off payment, payable in advance, covering the cost of the whole qualification.



USEFUL DOCUMENTS

Click on any title to access

ADMIN GUIDES

Below are the current versions of the OCR admin guides. Supplements to the entry codes section of the Admin guide: Vocational qualifications are provided regularly, as new qualifications are accredited.

Admin guide: 14–19 Qualifications and Entry codes

Admin guide: Vocational qualifications

Admin guide: Cambridge Technicals

Admin guide: Functional Skills

Admin guide: Cambridge Awards/Certificates in English and Mathematics (Cambridge Progression)

Coming soon

Admin guide: Apprenticeships

TIMETABLES AND KEY DATES

Key dates timetables

General Provisional Examination Timetables

Last entry/certification notification for post-19 qualifications
– August 2013

CENTRE APPROVAL (VQ)

Centre approval form for vocational qualifications

Centre approval guidance notes

Centre approval policy for OCR qualifications

INTERCHANGE

Step-by-step Interchange guides

ACCESS ARRANGEMENTS AND SPECIAL CONSIDERATION

JCQ Form VRQ/VQ/EA

JCQ Form VRQ/VQ/IA

Application for the transfer of Functional Skills English components between Awarding Organisations

Notice to centres - Accessibility in Text Processing
(Business Professional) units

JCQ Access Arrangements and Special Consideration Regulations

MALPRACTICE AND APPEALS

OCR malpractice procedures – A guide for centres

Malpractice Annual Report (2011/12)

OCR Appeals Processes in Vocational Qualifications
– A Guide for Centres

JCQ suspected malpractice in examinations and assessments guide – 2013/14

POST-RESULTS SERVICES

OCR Post-Results Services

JCQ Post-Results Services guide





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Changes

To assist you in navigating the *Fees List*, clicking on any of the qualifications listed below will take you directly to the relevant page.

Vocational qualifications



General Qualifications

Qualifications in **blue** are links to their relevant page on the OCR website.

General Certificate of Education (GCE) AS and A Level (including Double Award)

Certification

Certification entries are free of charge.

GCE AS and A Level (excluding GCEs in Applied subjects)

Qualification	Fee (£)
Standard fee per unit (4 unit specification)	19.50
Except:	
Biblical Hebrew unit F191 and F192	39.00
Modern Foreign Languages (main) units F701C, F703C, F711C, F713C, F721C and F723C	34.40
Modern Foreign Languages (lesser taught) units F881 to F890	39.00
Performance Studies unit G404	34.40
Physical Education unit G452 and G454	34.40



Qualification

Fee (£)

Standard fee per unit (6 unit specification)	15.00
Except: Music unit G351 and G354	30.00

Legacy specifications

Qualification	Fee (£)
Standard fee per unit	15.00

All individual GCE unit fees are detailed in GCE Appendix A on [page 23](#).

GCE AS and A Level in Applied subjects (including Double Award)

Certification

Certification entries are free of charge.

	Fee (£)
Standard fee per unit	20.05

All individual GCE unit fees are detailed in GCE Appendix A on [page 23](#).

Free Standing Mathematics Qualification (FSMQ) (including Foundations of Advanced Mathematics and Additional Mathematics)

	Fee (£)
	20.85

Level 3 Certificate in Mathematics for Engineering

	Fee (£)
H860	30.00
H865	20.70



General Certificate of Secondary Education (GCSE) (including Unitised and Short Course but *excluding* Applied subjects)

Certification

Certification entries are free of charge

The total cost of certificating units for the constituent components of a GCSE will be:	Full Course GCSE Fee (£)	Short Course GCSE Fee (£)
2 Units	29.40	14.70
3 Units	29.55	n/a
4 Units	29.40	n/a

General Certificate of Secondary Education (GCSE) (Linear only, non-unitised)

Certification	Fee (£)
Linear (applies to J567 only)	29.55

GCSE in Applied Subjects



Certification	Fee (£)
Certification entries are free of charge	
Overall cost of attaining Certification	Fee (£)
Standard fee per unit	15.15



Level 1/2 Certificate and Level 2 Award

Certification	Fee (£)
Certification entries are free of charge	

The total cost of certificating units for the constituent components of a Level 1/2 Certificate and Level 2 Award will be	Fee (£)
2 Units	14.70
3 Units	29.55
4 Units	29.40

All individual GCSE, Level 1/2 Certificate and Level 2 Award units are detailed in Appendix B on [page 26](#)

Cambridge Nationals

Certification entries are free of charge.

Comprehensive instructions for entering candidates for Cambridge Nationals qualifications can be found [here](#).

	Business	Business and Enterprise	Creative iMedia	Health and Social Care	ICT	Science	Science in the Workplace	Sport Science	Sport Studies
Overall Cost of attainment	£	£	£	£	£	£	£	£	£
Cambridge National Award in	23.80		23.80	23.80	23.80			23.80	23.80
Cambridge National Certificate in		47.60	47.60	47.60	47.60	47.60	47.60	47.60	47.60
Cambridge National Diploma in			95.20	95.20	95.20				

Business and Enterprise

NQF

Code	Unit title	Unit fee (£)	
R061	Introduction to business	11.90	
R062	Planning for work	11.90	
R063	Setting up and running an enterprise	23.80	

Creative iMedia

NQF

Code	Unit title	Unit fee (£)	
R081	Pre-production skills	11.90	
R082	Creating digital graphics	11.90	
R083	Creating 2D and 3D digital characters	11.90	
R084	Storytelling with a comic strip	11.90	
R085	Creating a multipage website	11.90	
R086	Creating a digital animation	11.90	
R087	Creating interactive multimedia products	11.90	
R088	Creating a digital sound sequence	11.90	
R089	Creating a digital video sequence	11.90	
R090	Digital photography	11.90	
R091	Designing a game concept	11.90	
R092	Developing digital games	11.90	

Health and Social Care

NQF

Code	Unit title	Unit fee (£)
R021	Essential values of care for use with individuals in care settings	11.90
R022	Communicating and working with individuals in health, social care and early years setting	11.90
R023	Understanding body systems and disorders	11.90
R024	Pathways for providing care in health, social care and early years setting	11.90
R025	Understanding life stages	11.90
R026	Planning for employment in health, social care and children and young peoples workforce	11.90
R027	Creative activities to support individuals in a health, social care or early years setting	11.90
R028	Understanding the development and protection of young children in an early years setting	11.90
R029	Understanding the nutrients needed for good health	11.90
R030	Research – a project approach	11.90
R031	Basic first aid procedures	11.90

ICT

NQF

Code	Unit title	Unit fee (£)
R001	Understanding computer systems	11.90
R002	Using ICT to create business solutions	11.90
R003	Handling data using spreadsheets	11.90
R004	Handling data using databases	11.90
R005	Creating an interactive product using multimedia components	11.90
R006	Creating digital images	11.90
R007	Creating dynamic products using sound and vision	11.90
R008	Introduction to computer programming	11.90
R009	Exploring computer hardware and networks	11.90
R010	Developing control systems	11.90
R011	Understanding technology - a project approach	11.90

Science

NQF

Code	Unit title	Unit fee (£)
R071	How scientific ideas have impacted on our lives	23.80
R072	How scientific ideas have developed	11.90
R073	How scientists test their ideas	11.90

Science in the Workplace

NQF

Code	Unit title	Unit fee (£)
R074	How scientists use analytical techniques to collect data	11.90
R075	How scientific data is used	11.90
R076	Environmental science	23.80
R077	The science of fitness and health	23.80
R078	The science of production	23.80

Sport Science

NQF

Code	Unit title	Unit fee (£)
R041	Reducing the risk of sports injuries	11.90
R042	Applying principles of training	11.90
R043	The body's response to physical activity	11.90
R044	Sport psychology	11.90
R045	Sports nutrition	11.90
R046	Technology in sport	11.90

Sport Studies

NQF

Code	Unit title	Unit fee (£)
R051	Contemporary issues in sport	11.90
R052	Developing sports skills	11.90
R053	Sports leadership	11.90
R054	Sport and the media	11.90
R055	Working in the sports industry	11.90
R056	Developing knowledge and skills in outdoor activities	11.90

OCR Nationals (top-up fees for qualifications that expired on 31 August 2012 unless otherwise stated)

Entries for these top-up qualifications are only available where full award entries have previously been made prior to 31 August 2012. Centres delivering OCR Nationals qualifications receive two free Visiting Moderations per academic year. Any additional Visiting Moderations will incur a fee of £280 per visit, unless prior approval to waive the fee has been granted by OCR.

Applied Art, Design and Media			NQF
Code	Scheme title	Level	Full qual fee (£)
04596	National Award in Applied Art, Design and Media (top up from First Award)	1	60.45
04597	National Certificate in Applied Art, Design and Media (top up from Award)	1	47.30

Art and Design			NQF
Code	Scheme title	Level	Full qual fee (£)
06609	National Certificate in Art and Design (top up from Award)	2	54.05
06553	National Diploma in Art and Design (top up from Certificate)	3	63.30
06549	National Extended Diploma in Art and Design (top up from Diploma)	3	54.95

Business			NQF
Code	Scheme title	Level	Full qual fee (£)
06354	National Certificate in Business (top up from Award)	2	54.05
03750	National Diploma in Business (top up from Certificate)	3	63.30
03751	National Extended Diploma in Business (top up from Diploma)	3	54.95

Business and ICT			NQF
Code	Scheme title	Level	Full qual fee (£)
04594	National First Award in Business and ICT (top up from First Award)	1	60.45
04595	National Certificate in Business and ICT (top up from Award)	1	47.30

Health and Social Care			NQF
Code	Scheme title	Level	Full qual fee (£)
04581	National Award in Health and Social Care (top up from First Award)	1	60.45
04580	National Certificate in Health and Social Care (top up from Award)	1	47.30
06344	National Certificate in Health and Social Care (top up from Award)	2	54.05

Health, Social Care and Early Years

NQF

Code	Scheme title	Level	Full qual fee (£)
03752	National Diploma in Health, Social Care and Early Years (top up from Certificate)	3	63.30
03753	National Extended Diploma in Health, Social Care and Early Years (top up from Diploma)	3	54.95

ICT

NQF

Code	Scheme title	Level	Full qual fee (£)
04627	National Award in ICT (top up from First Award)	1	60.45
04629	National Certificate in ICT (top up from Award)	1	47.30
05660	National First Award in ICT (top up from Short Course Award)	2	14.30
04684	National Award in ICT (top up from First Award)	2	31.15
04685	National First Certificate in ICT (top up from Award)	2	40.15
04687	National Certificate in ICT (top up from First Certificate)	2	14.00
04686	National Certificate in ICT (top up from Award)	2	54.05
06505	National Diploma in ICT (top up from Certificate)	3	63.30
06506	National Extended Diploma in ICT (top up from Diploma)	3	54.95

ICT (Wales)

NQF

Code	Scheme title	Level	Full qual fee (£)
05726	National Short Course Award in ICT (top up from Short Course Award)	2	14.30
05727	National Award in ICT (top up from First Award)	2	31.15
05728	National First Certificate in ICT (top up from Award)	2	40.15
05730	National Certificate in ICT (top up from First Certificate)	2	14.00
05729	National Certificate in ICT (top up from Award)	2	54.05

Leisure and Tourism

NQF

Code	Scheme title	Level	Full qual fee (£)
04583	National Award in Leisure and Tourism (top up from First Award)	1	60.45
04582	National Certificate in Leisure and Tourism (top up from Award)	1	47.30

Media

NQF

Code	Scheme title	Level	Full qual fee (£)
06610	National Certificate in Media (top up from Award)	2	54.05
06559	National Diploma in Media (top up from Certificate)	3	63.30
06550	National Extended Diploma in Media (top up from Diploma)	3	54.95

Public Services

NQF

Code	Scheme title	Level	Full qual fee (£)
06599	National Certificate in Public Services (top up from Award)	2	54.05
03602	National Diploma in Public Services (top up from Certificate)	3	63.30
03603	National Extended Diploma in Public Services (top up from Diploma)	3	54.95

Science

NQF

Code	Scheme title	Level	Full qual fee (£)
05940	National Certificate in Science (top up from Award)	2	54.05

Sport

NQF

Code	Scheme title	Level	Full qual fee (£)
06343	National Certificate in Sport (top up from Award)	2	54.05
03754	National Diploma in Sport (top up from Certificate)	3	63.30
03755	National Extended Diploma in Sport (top up from Diploma)	3	54.95

Travel and Tourism

NQF

Code	Scheme title	Level	Full qual fee (£)
06598	National Certificate in Travel and Tourism (top up from Award)	2	54.05
03600	National Diploma in Travel and Tourism (top up from Certificate)	3	63.30
03601	National Extended Diploma in Travel and Tourism (top up from Diploma)	3	54.95



Diploma Certification Fee	Fee (£)		
Fee	12.10		
Principal Learning			
Certification			
Certification entries are free of charge			
Code	Qualification	Level	Unit fee (£)
Creative and Media			
F476 – F482		2	19.95
F483 – F488		3	31.05
Engineering			
F541 – F547		1	13.30
F548 – F555		2	17.45
F556 – F564		3	20.70
Information Technology			
G087 – G092		2	19.95
Society, Health and Development			
F939 – F947		2	15.50
F951 and F953		3	31.05
Manufacturing and Product Design			
G297 – G303		2	19.95
Engineering (Wales)			
F041 – F047		1	13.30
F048 – F055		2	17.45
F056 – F064		3	20.70
Creative and Media (Wales)			
F021 – F025		1	18.60

Project			
Code	Qualification	Level	Fee (£)
		1	26.20
		2	26.20
		3	44.20

Entry Level Certificate (ELC)		
Qualification		Fee (£)
		20.40

2013/14



Fees for late entries, withdrawals, entry amendments and transfer of candidates

Late entry policy

The accurate and timely submission of entries is critical to the successful delivery of OCR's services to centres. Entries received after the advertised deadlines can disrupt carefully scheduled processes and ultimately jeopardise the final production and delivery of results. Processes that can be affected include:

- Recruitment and allocation of examiners and moderators
- Printing of examination papers
- Quality checks on the accuracy of entry data
- Production of documentation such as attendance registers and examiner address labels
- Moderation or marking of candidates' work
- Collection of internally assessed and examination marks
- Establishing grade boundaries
- Preparation of results files and documents
- Submission of data to UCAS.

Late entry fees are therefore applied both to recover the costs associated with the additional processing requirements and to promote the submission of entries by the advertised closing dates.

Late entry fees will not be refunded.

Definition of terms

Candidate entry	The submission of the four-digit entry code (plus any associated tier/option code) as defined in the OCR Admin Guide and Entry Codes: 14–19 Qualifications , or basedata issued by OCR. It should be noted that, for unitised schemes, there is a separate entry code for each unit (including coursework units) and also the associated certification entry. A pirate entry is an entry created by OCR in response to work submitted for a candidate who has not been formally entered by the centre.
Certification entry	An entry to indicate an overall specification grade, for unitised examinations, where an award is expected for the candidate in the series.
Option change	This can represent a change to the area of study within a unit (e.g. a choice between question papers), the method of moderation (postal or OCR Repository), or the form of assessment (e.g. a written examination or a computer-based test). See the OCR Admin Guide and Entry Codes: 14–19 Qualifications for further details and option codes.
Tier change	This changes the level at which a candidate will sit an exam (i.e. Foundation or Higher). For example, changing A351F to A351H would change a candidate's entry for A351 from Foundation tier to Higher tier.
Withdrawn entry	The removal of a candidate entry after it has been received.



The table below identifies the fees which will be charged for the different entry submissions at the various stages within the examination cycle.
 The table on the following page provides you with the associated dates by series.

Action (See definitions on previous page)	Submission before entry closing date	Submission within one month of entry closing date	Submission more than one month after entry closing date
Candidate Entry	Entry Fee	Yes	Yes
	Late Entry Fee	No	– Stage 1
	Refund	No	No
Certification Entry	Entry Fee	No	No
	Late Entry Fee	No	No
	Refund	No	No
Option Change	Entry Fee	Yes	Yes
	Late Entry Fee	No	– Stage 1
	Refund	of withdrawn entry	of withdrawn entry
Tier Change	Entry Fee	Yes	Yes
	Late Entry Fee	No	No
	Refund	of withdrawn entry	of withdrawn entry
Withdrawn Entry	Entry Fee	No	No
	Late Fee	No	No
	Refund	of withdrawn entry	of withdrawn entry

* Entry fees will be refunded for candidate entries withdrawn up to one week prior to the issue of results, on the production of a medical certificate for medically unfit candidates. For bereaved or deceased candidates, a letter on centre headed paper should be provided. Both documents should be forwarded to: Manager, Centre Services, OCR, 1 Hills Road, Cambridge CB1 2EU.



Summary of associated dates

Series	Closing date	Stage 1 late entry fees £15.00 per entry*	Stage 2 late entry fees and date from which changes of tiers will be charged £30.00 per entry*	Withdrawn entries with refunds will be accepted until
November 2013	11 October 2013	5 October 2013 – 4 November 2013	5 November 2013 onwards	4 November 2013
January 2014	21 October 2013	22 October 2013 – 21 November 2013	22 November 2013 onwards	21 November 2013
June 2014 GCSE/GCSE Short Course/ Entry Level/ Cambridge Nationals/ Asset Languages	21 February 2014	22 February 2014 – 21 March 2014	22 March 2014 onwards	21 March 2014
June 2014 GCE/Applied GCE/FSMQ/ Project/Principal Learning (Engineering)	21 March 2014	22 March 2014 – 21 April 2014	22 April 2014 onwards	21 April 2014

*These late entry fees will apply to entries where the entry fee is £15.00 or above. Where the entry fee is less than £15.00, a different late entry fee will apply as follows:

Stage 1 late entries will incur a charge equivalent to the 'normal' entry fee.

Stage 2 late entries will incur a charge equivalent to double the 'normal' entry fee.



Where a candidate is resitting exactly the same unit in June as taken in January, the entry deadline of 21 February is extended. Following centres' receipt of the original series results, resit entries can be made up to and including the deadline below without incurring any late entry fees.

Resit Series	Original Entry Series	Deadline
All qualifications	January 2014	21 March 2014

If resit entries are made after these deadlines they will be immediately subject to Stage 2 late entry fees.

Post-results services

Fees applicable for November 2013, January and June 2014

Enquiries about results (EAR)	GCSE, Entry Level (Linear - per qualification) (£)	GCSE, GCE, FSMQ, Principal Learning/Cambridge Nationals (Unitised - per unit) (£)
Service 1 – Clerical Re-check		
Service 1 Clerical re-check per candidate	14.00	14.00
Service 1 Clerical re-check with photocopy script(s) per candidate	33.60	23.80
Service 2 – Post-results review of marking		
Priority Service 2 Review of marking per candidate (Level 3 qualifications only*)	n/a	48.60
Priority Service 2 Review of marking with photocopy script(s) per candidate (Level 3 qualifications only*)	n/a	58.40
Service 2 Review of marking per candidate	68.60	39.30
Service 2 Review of marking with photocopy script(s) per candidate	88.20	49.10
Service 2a Review of marking with individual report (exceptions only**) per candidate	124.40	85.50
Service 2b Review of marking with group report (exceptions only**)		
For first 5 candidates	366.80	183.20
Each extra candidate (max 15)	68.60	39.30
Service 3 – Post-results review of moderation		
Service 3 Review of moderation (Internally marked coursework components only)	183.20	183.20

If a cancellation is accepted (and providing the review of marking or moderation has not already begun), a cancellation fee of 50% of the original fee will be applied.

*Priority Service 2 is only available for Level 3 qualifications, eg GCE and Level 3 Principal Learning; they are not available for GCSE and only for the June 2014 series.

Service 2a and 2b reports are available for units/components that are **not available through the access to scripts provision. Please see the exceptions list in the [OCR Admin Guide: 14–19 Qualifications](#) for full details.

Appeals	Fee (£)
Stage 1	120.60
Stage 2	172.30
Access to Scripts	
Priority (per script) Level 3 qualifications only	9.80
Non-priority (per script)	9.40

Replacement certificate/Certifying statement of results fees

Centres have one month to report missing certificates in order to obtain a free replacement. After this date, there will be a charge.

Replacement certificates will only be issued for six months from the date of issue (except where a grade has changed as a consequence of an enquiry about results, in which case replacements will be issued free of charge up to a year from the date of issue). After this date, centres must apply instead for certifying statements of results.

November series	Fee (£)
Personal detail amendments (eg to correct name misspellings or incorrect date of birth)	38.00 per certificate
Replacements for lost/damaged certificates - up to 31 March	Free of charge
Replacements for lost/damaged certificates - from 1 April to 31 August	38.00 per certificate

January series	Fee (£)
Personal detail amendments (eg to correct name misspellings or incorrect date of birth)	38.00 per certificate
Replacements for lost/damaged certificates - up to 30 June	Free of charge
Replacements for lost/damaged certificates - from 1 July to 30 November	38.00 per certificate

June series	Fee (£)
Personal detail amendments (eg to correct name misspellings or incorrect date of birth)	38.00 per certificate
Replacements for lost/damaged certificates - up to 30 November	Free of charge
Replacements for lost/damaged certificates - from 1 December to 30 April	38.00 per certificate

After six months, a certifying statement of results will be issued (see below).

Certifying statement of results	Fee (£)
Certifying statement of results for the first examination series	38.00
Certifying statement of results for subsequent examination series	16.00 per series
Extra copies for any examination series	13.00 each
Despatch overseas by DHL	26.00 per address

Please note: whilst we endeavour to find your result, we cannot always guarantee success. In such cases we will retain 50% of the fee to cover administration costs.

Transfer of candidate from one centre to another	Fee (£)
The administration fee for candidates who transfer from one centre to another to sit their examinations is:	27.50 per candidate

Appendix A

GCE

Subject	Unit fee (£)	Units															
Accounting	19.50	F011	F012	F013	F014												
Ancient History	19.50	F391	F392	F393	F394												
Applied Art & Design	20.05	F140 F156	F141 F157	F142	F143	F144	F145	F146	F147	F148	F149	F150	F151	F152	F153	F154	F155
Art & Design	19.50	F410 F434	F411 F435	F412 F436	F413 F441	F414 F442	F415 F443	F416 F444	F421 F445	F422 F446	F423	F424	F425	F426	F431	F432	F433
Biblical Hebrew	39.00	F191	F192														
Biology	15.00	F211	F212	F213	F214	F215	F216										
Applied Business	20.05	F240 F256	F241 F257	F242	F243	F244	F245	F246	F247	F248	F249	F250	F251	F252	F253	F254	F255
Business Studies	19.50	F291	F292	F293	F294	F295	F296	F297									
Chemistry	15.00	F321	F322	F323	F324	F325	F326	F331	F332	F333	F334	F335	F336				
Classical Civilisation	19.50	F381	F382	F383	F384	F385	F386	F387	F388	F389	F390						
Classical Greek	19.50	F371	F372	F373	F374												
Computing	19.50	F451	F452	F453	F454												
Critical Thinking	19.50	F501	F502	F503	F504												
Design & Technology	19.50	F521	F522	F523	F524												
Dutch	39.00	F881	F882														
Economics	19.50	F581	F582	F583	F584	F585											
Electronics	15.00	F611	F612	F613	F614	F615	F616										
English	19.50	F651	F652	F653	F654	F661	F662	F663	F664	F671	F672	F673	F674				
Film Studies	19.50	F631	F632	F633	F634												
French	19.50	F701A	F701B	F702	F703A	F703B	F704										
	34.40	F701C	F703C														
General Studies	19.50	F731	F732	F733	F734												
Geography	19.50	F761	F762	F763	F764												
Geology	15.00	F791	F792	F793	F794	F795	F796										
German	19.50	F711A	F711B	F712	F713A	F713B	F714										
	34.40	F711C	F713C														
Government & Politics	19.50	F851	F852	F853	F854	F855	F856										
Gujarati	39.00	F883	F884														
Applied Health & Social Care	20.05	F910	F911	F912	F913	F914	F915	F916	F917	F918	F919	F920	F921	F922	F923	F924	F925



Appendix A

GCE

Subject	Unit fee (£)	Units															
History	19.50	F961	F962	F963	F964	F965	F966	F981	F982	F983	F984	F985	F986	F987			
Home Economics	19.50	G001	G002	G003	G004												
Human Biology	15.00	F221	F222	F223	F224	F225	F226										
Humanities	19.50	G101	G102	G103	G104												
Applied ICT	20.05	G040	G041	G042	G043	G044	G045	G046	G047	G048	G049	G050	G051	G052	G053	G054	
ICT	19.50	G061	G062	G063	G064												
Latin	19.50	F361	F362	F363	F364												
Law	19.50	G151	G152	G153	G154	G155	G156	G157	G158								
Applied Leisure Studies	20.05	G180	G181	G182	G183	G184	G185										
Mathematics	15.00	4721	4722	4723	4724	4725	4726	4727	4728	4729	4730	4731	4732	4733	4734	4735	4736
		4737	4751	4752	4753B	4754	4755	4756	4757	4758B	4761	4762	4763	4764	4766	4767	4768
	19.50	4769	4771	4772	4773	4776B	4777	4798	G241	G242	G243						
Media Studies	19.50	G753A	G758A	4776A	G801	G802	G803	G804	G805	G806	G807	G808	G809	G810	G811	G812	
Music	15.00	G352	G353	G355	G356												
	30.00	G351	G354														
Performance Studies	19.50	G401	G402	G403													
	34.40		G404														
Applied Performing Arts	20.05	G380	G381	G382	G383	G384	G385	G386	G387								
Persian	39.00	F885	F886														
Physical Education	19.50	G451	G453														
	34.40	G452	G454														
Physics	15.00	G481	G482	G483	G484	G485	G486	G491	G492	G493	G494	G495	G496				
Portuguese	39.00	F887	F888														
Psychology	19.50	G541	G542	G543	G544												
Religious Studies	19.50	G571	G572	G573	G574	G575	G576	G577	G578	G579	G581	G582	G583	G584	G585	G586	G587
		G588	G589														
Applied Science	20.05	G620	G621	G622	G623	G624	G625	G626	G627	G628	G629	G630	G631	G632	G633	G634	G635
Science	15.00	G641	G642	G643													
Sociology	19.50	G671	G672	G673	G674												



Appendix A

GCE

Subject	Unit fee (£)	Units												
Spanish	19.50	F721A	F721B	F722	F723A	F723B	F724							
	34.40	F721C	F723C											
Applied Travel & Tourism	20.05	G720	G721	G722	G723	G724	G725	G726	G727	G728	G729	G730	G731	G732
Turkish	39.00	F889	F890											G733
														G734
														G735

2013/14



Appendix B

GCSE

Subject	Unit fee (£)	Units													
Ancient History	7.35	A031	A032	A033	A034										
Art & Design	14.70	A110	A111	A112	A113	A114	A115	A116	A117	A120	A121	A122	A123	A124	A125
Biblical Hebrew	14.70	A201	A202												A126
Biology	7.35	A161	A162	A163	A164										A127
	9.85	B731	B732	B733											
Business and Communication Systems	9.85	A265	A266	A267											
Applied Business	0.00	A240													
	15.15	A241	A242	A243	A244										
Business Studies	9.85	A291	A292	A293											
Chemistry	7.35	A171	A172	A173	A174										
	9.85	B741	B742	B743											
Citizenship	7.35	A341	A342	A343	A344										
Classical Civilisation	7.35	A351	A352	A353	A354										
Classical Greek	7.35	B401	B402	B403	B404	B405									
Computing	9.85	A451	A452	A453											
Design & Technology	7.35	A551	A552	A553	A554										
	9.85	A511	A513	A515	A521	A523	A525	A531	A533	A535	A541	A543	A545	A561	A563
Drama	9.85	A581	A582	A583											
Dutch	7.35	A801	A802	A803	A804										
Economics	9.85	A591	A592	A593											
Applied Engineering	0.00	A620													
	15.15	A621	A622	A623	A624										
English	7.35	A640	A641	A642	A650	A651	A661	A662	A663	A664	A680				
English (NI centres only)	8.85	A631	A632												
	11.85	A633													
Expressive Arts	9.85	A691	A692	A693											
French	7.35	A701	A702	A703	A704										

All **highlighted** units have a carried forward option. Where this option is selected no charge for entry will be made.



Appendix B

GCSE

Subject	Unit fee (£)	Units												
Geography	7.35	A771	A772											
	9.85	A731	A732	A733	B561	B562	B563							
German	7.35	A711	A712	A713	A714									
Gujarati	7.35	A811	A812	A813	A814									
Applied Health and Social Care	0.00	A910												
	15.15	A911	A912	A913	A914									
History	7.35	A981	A982											
	9.85	A951	A952	A953	A971	A972	A973							
Home Economics	9.85	B001	B002	B003	B011	B012	B013							
Humanities	9.85	B031	B032	B033										
ICT	7.35	B061	B062	B063	B064	B065								
Latin	7.35	A401	A402	A403	A404	A405								
Law	7.35	B141	B142	B143	B144									
Leisure & Tourism	0.00	B180												
	15.15	B181	B182	B183	B184									
Applied Manufacturing	0.00	B230												
	15.15	B231	B232	B233	B234									
Mathematics	9.85	A501	A502	A503										
	14.70	A381	A382	B391	B392									
Media Studies	9.85	B321	B322	B323	B324									
Music	7.35	B351	B352	B353	B354									
Persian	7.35	A821	A822	A823	A824									
Physical Education	7.35	B451	B452	B453	B454									
Physics	7.35	A181	A182	A183	A184									
	9.85	B751	B752	B753										
Portuguese	7.35	A831	A832	A833	A834									
Psychology	9.85	B541	B542	B543										
Religious Studies	7.35	B569	B570	B571	B572	B573	B574	B575	B576	B577	B578	B579	B580	B581
		B589	B601	B602	B603	B604								B582
Science	7.35	A144	A154	A194										
	9.85	A191	A192	A193	B681	B682	B683	B684	B711	B712	B713	B721	B722	B723
Sociology	9.85	B671	B672	B673										B761
														B762
														B763

All **highlighted** units have a carried forward option. Where this option is selected no charge for entry will be made.



Appendix B

GCSE

Subject	Unit fee (£)	Units
Spanish	7.35	A721 A722 A723 A724
Turkish	7.35	A841 A842 A843 A844

Level 2 Award

Subject	Unit fee (£)	Units
Thinking and Reasoning Skills	7.35	B901 B902

Level 1 and 2 Certificate

Subject	Unit fee (£)	Units
Applied History	7.35	B951 B952 B953 B954 B955 B956 B957 B958 B959 B960
Living Texts	9.85	B931 B932 B933

All **highlighted** units have a carried forward option. Where this option is selected no charge for entry will be made.



Asset Languages – November 2013 series – re-sit opportunity only

Secondary and Post-16 options	Entry fee before deadline (£)	Entry fee after deadline (£)
Breakthrough	4.25	8.50
Preliminary	6.95	13.90
Intermediate	6.95	13.90
Advanced	9.65	19.30
Primary options	Entry fee before deadline (£)	Entry fee after deadline (£)
Breakthrough – Listening/Reading	2.10	4.20
– Speaking/Writing	3.10	6.20
Preliminary	6.95	13.90

Entry fees are for each individual skill.

Fees will be charged at one of two rates, depending on whether they are received before or after the published deadlines. Fees charged at the higher rate will be listed as 'Stepped' on your centre's invoice. Please note that if entries are received after the final entry deadline, OCR cannot guarantee that question papers will arrive by the start of the testing window.

Entry fees are non-refundable after the entry deadline has passed.



Asset Languages – post-results services

Fees applicable to November 2013 series

Enquiries about results (EAR)	Fee (£)
Service 1 – Clerical re-check Fee per candidate per skill (Listening and Reading only)	14.00
Service 2 – Review of marking Fee per candidate per skill (Writing only)	39.30
Service 3 – Review of moderation Fee per candidate/group per skill (Speaking test only)	183.20

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Apprenticeship framework areas

Detailed below are those areas where OCR currently offers full apprenticeship framework provision (SASE/SASW compliant).

The six Personal, Learning and Thinking Skills (PLTS), required for Apprenticeship certification, are non-accredited and are normally mapped to either competence or knowledge based units within each framework area.

Business and Administration

Code	Qualification	Full qual fee (£)	Level	Component
04705	NVQ Certificate in Business and Administration	80.90	2	Competence
04438	Certificate in Principles of Business and Administration	43.50	2	Knowledge
<i>Either</i>	Application of Number, Communication and ICT Level 1	21.90		Essential Skills Wales
<i>or</i>	Mathematics, English and ICT Level 1	37.80		Functional Skills
	Evidence via prepared form/workbook	-		Employee Rights and Responsibilities
04708	NVQ Diploma in Business and Administration	150.20	3	Competence
04439	Certificate in Principles of Business and Administration	52.20	3	Knowledge
<i>Either</i>	Application of Number, Communication and ICT Level 2	21.90		Essential Skills Wales
<i>or</i>	Mathematics, English and ICT Level 2	37.80		Functional Skills
	Evidence via prepared form/workbook	-		Employee Rights and Responsibilities
10362	NVQ Diploma in Business and Administration	166.90	4	Competence
10337	Diploma in Business and Administration	108.30	4	Knowledge

Children and Young People's Workforce

Code	Qualification	Full qual fee (£)	Level	Component
04694	Certificate for the Children and Young People's Workforce	90.50	2	Competence
	Incorporated within Competence based qualification	-	2	Knowledge
<i>Either</i>	Application of Number, Communication and ICT Level 1	21.90		Essential Skills Wales
<i>or</i>	Mathematics, English and ICT Level 1	37.80		Functional Skills
04711	Award in Employment Responsibilities and Rights in Health, Social Care and Children and Young People's Settings (England) Evidenced via prepared form/workbook (Wales)	20.10	2	Employee Rights and Responsibilities (England only)
04696	Diploma for the Children and Young People's Workforce	123.70	3	Competence
	Incorporated within Competence based qualification	-	3	Knowledge
<i>Either</i>	Application of Number, Communication and ICT Level 2	21.90		Essential Skills Wales
<i>or</i>	Mathematics, English and ICT Level 2	37.80		Functional Skills
04711	Award in Employment Responsibilities and Rights in Health, Social Care and Children and Young People's Settings (England) Evidenced via prepared form/workbook (Wales)	20.10	2	Employee Rights and Responsibilities (England only)

Creative and Digital Media

Code	Qualification	Full qual fee (£)	Level	Component
10323	Diploma in Creative and Digital Media Competence	222.20	3	Competence
04311	Certificate for Creative iMedia	90.50	3	Knowledge
<i>Either</i>	Application of Number, Communication and ICT Level 2	21.90		Essential Skills Wales
<i>or</i>	Mathematics, English and ICT Level 2	37.80		Functional Skills
	Evidence via prepared form/workbook	-		Employee Rights and Responsibilities

Customer Service

Code	Qualification	Full qual fee (£)	Level	Component
03455	NVQ Certificate in Customer Service	68.80	2	Competence
09628	Certificate in Principles of Customer Service	47.60	2	Knowledge
<i>Either</i>	Application of Number and Communication Level 1	19.60		Essential Skills Wales
<i>or</i>	Mathematics and English at Level 1	25.20		Functional Skills
	Evidence via prepared form/workbook	-		Employee Rights and Responsibilities
03456	Diploma in Customer Service	90.00	3	Competence
09629	Certificate in Principles of Customer Service	58.20	3	Knowledge
<i>Either</i>	Application of Number and Communication Level 2	19.60		Essential Skills Wales
<i>or</i>	Mathematics and English Level 2	25.20		Functional Skills
	Evidence via prepared form/workbook	-		Employee Rights and Responsibilities



Health and Social Care

Code	Qualification	Full qual fee (£)	Level	Component
05923	Diploma in Health and Social Care (Adults) for England	93.50	2	Competence
04700	Certificate in Preparing to Work in Adult Social Care (not required in Wales)	54.30	2	Knowledge
<i>Either</i>	Application of Number and Communication Level 1	19.60		Essential Skills Wales
<i>or</i>	Mathematics and English Level 1	25.20		Functional Skills
04711	Award in Employment Responsibilities and Rights in Health, Social Care and Children and Young People's Settings (England) Evidenced via prepared form/workbook (Wales)	20.10	2	Employee Rights and Responsibilities (England only)
05924	Diploma in Health and Social Care (Adults) for Wales and Northern Ireland	93.50	2	Competence
04700	Certificate in Preparing to Work in Adult Social Care (not required in Wales)	54.30	2	Knowledge
<i>Either</i>	Application of Number and Communication Level 1	19.60		Essential Skills Wales
<i>or</i>	Mathematics and English Level 1	25.20		Functional Skills
04711	Award in Employment Responsibilities and Rights in Health, Social Care and Children and Young People's Settings (England) Evidenced via prepared form/workbook (Wales)	20.10	2	Employee Rights and Responsibilities (England only)
05926	Diploma in Health and Social Care (Adults) for England	123.70	3	Competence
04701	Certificate in Preparing to Work in Adult Social Care (not required in Wales)	81.50	3	Knowledge
<i>Either</i>	Application of Number and Communication Level 2	19.60		Essential Skills Wales
<i>or</i>	Mathematics and English Level 2	25.20		Functional Skills
04711	Award in Employment Responsibilities and Rights in Health, Social Care and Children and Young People's Settings (England) Evidenced via prepared form/workbook (Wales)	20.10	2	Employee Rights and Responsibilities (England only)
05925	Diploma in Health and Social Care (Adults) for Wales and Northern Ireland	123.70	3	Competence
04701	Certificate in Preparing to Work in Adult Social Care (not required in Wales)	81.50	3	Knowledge
<i>Either</i>	Application of Number and Communication Level 2	19.60		Essential Skills Wales
<i>or</i>	Mathematics and English Level 2	25.20		Functional Skills
04711	Award in Employment Responsibilities and Rights in Health, Social Care and Children and Young People's Settings (England) Evidenced via prepared form/workbook (Wales)	20.10	2	Employee Rights and Responsibilities (England only)



09626	Diploma in Leadership for Health and Social Care and Young People's Services (England) (Adults' Advanced Practice)	136.70	5	Competence
	Incorporated within Competence based qualification	-	5	Knowledge
09625	Diploma in Leadership for Health and Social Care and Young People's Services (England) (Adults' Management)	136.70	5	Competence
	Incorporated within Competence based qualification	-	5	Knowledge
09624	Diploma in Leadership for Health and Social Care and Young People's Services (England) (Adults' Residential Management)	136.70	5	Competence
	Incorporated within Competence based qualification	-	5	Knowledge

IT, Software, Web and Telecoms Professionals

Code	Qualification	Full qual fee (£)	Level	Component
08737	Diploma in Professional Competence (PROCOM)	88.50	2	Competence
04818	Award in ICT Systems and Principles for Practitioners (PROCOM – Technical)*	42.30	2	Knowledge
05340	Cambridge Technical Certificate in IT*	39.70	2	Knowledge
05342	Cambridge Technical Extended Certificate in IT*	65.00	2	Knowledge
05345	Cambridge Technical Diploma in IT*	102.00	2	Knowledge
<i>Either</i>	Application of Number, Communication and ICT Level 1	21.90		Essential Skills Wales
<i>or</i>	Mathematics, English and ICT Level 1	37.80		Functional Skills
	Completing the ERR portfolio available from e-Skills	-		Employee Rights and Responsibilities
10262	Diploma in Professional Competence (PROCOM)	101.40	3	Competence
04819	Certificate in ICT Systems and Principles for IT Professionals (PROCOM – Technical)**	72.40	3	Knowledge
05347	Cambridge Technical Certificate in IT**	74.10	3	Knowledge
05349	Cambridge Technical Introductory Diploma in IT**	101.40	3	Knowledge
05352	Cambridge Technical Subsidiary Diploma in IT**	116.90	3	Knowledge
05355	Cambridge Technical Diploma in IT**	129.80	3	Knowledge
05358	Cambridge Technical Extended Diploma in IT**	146.40	3	Knowledge
<i>Either</i>	Application of Number, Communication and ICT Level 2	21.90		Essential Skills Wales
<i>or</i>	Mathematics, English and ICT Level 2	37.80		Functional Skills
	Completing the ERR portfolio available from e-Skills	-		Employee Rights and Responsibilities
10351	Diploma in Professional Competence for IT and Telecoms Professionals	117.00	4	Competence
05805	Cambridge Technical Diploma in IT	151.75	4	Knowledge

* Either qualification can be used for the Knowledge based component at Level 2

** Either qualification can be used for the Knowledge based component at Level 3



IT Application Specialists

Code	Qualification	Full qual fee (£)	Level	Component
13996	QCF Diploma for IT Users	132.70	2	Competence
	Incorporated with Competence based qualifications	-	2	Knowledge
<i>Either</i>	Application of Number and Communication at Level 1, and ICT at Level 2	21.90		Essential Skills Wales
<i>or</i>	Mathematics and English at Level 1, and ICT Level 2	37.80		Functional Skills
	Evidenced via prepared form/workbook	-		Employee Rights and Responsibilities
13999	QCF Diploma for IT Users	165.90	3	Competence
	Incorporated with Competence based qualifications	-	3	Knowledge
<i>Either</i>	Application of Number, Communication and ICT Level 2	21.90		Essential Skills Wales
<i>or</i>	Mathematics, English and ICT Level 2	37.80		Functional Skills
	Evidenced via prepared form/workbook	-		Employee Rights and Responsibilities

Logistics Operations

Code	Qualification	Full qual fee (£)	Level	Component
04420	Level 3 Certificate in Logistics Operations	121.10	3	Competence
	Incorporated within Competence based qualification	-	3	Knowledge
<i>Either</i>	Application of Number, Communication and ICT Level 2	21.90		Essential Skills Wales
<i>or</i>	Mathematics, English and ICT Level 2	37.80		Functional Skills
09884	Award in Employee Rights and Responsibilities in the Logistics Industry	20.10	2	Employee Rights and Responsibilities

Management and Team Leading

Code	Qualification	Full qual fee (£)	Level	Component
03366	Level 2 NVQ Certificate in Team Leading	80.40	2	Competence
09878	Certificate in Team Leading	48.30	2	Knowledge
<i>Either</i>	Application of Number, Communication and ICT Level 1	21.90		Essential Skills Wales
<i>or</i>	Mathematics, English and ICT Level 1	37.80		Functional Skills
	Evidenced via prepared form/workbook	-		Employee Rights and Responsibilities
03367	Level 3 NVQ Certificate in Management	101.40	3	Competence
09879	Certificate in Management	56.30	3	Knowledge
<i>Either</i>	Application of Number, Communication and ICT Level 2	21.90		Essential Skills Wales
<i>or</i>	Mathematics, English and ICT Level 2	37.80		Functional Skills
	Evidenced via prepared form/workbook	-		Employee Rights and Responsibilities
10363	Level 5 NVQ Diploma in Management	131.90	5	Competence
10336	Level 5 Diploma in Management Leadership	77.40	5	Knowledge



Professional Services

Code	Qualification	Full qual fee (£)	Level	Component
Pathway 1: Audit				
10355	Diploma in Audit Practice	128.90	4	Competence
10354	Diploma in Accounting and Business	41.20	4	Knowledge
Pathway 2: Tax				
10357	Diploma in Tax Practice	128.90	4	Competence
10356	Diploma in Tax	41.20	4	Knowledge
or	10354 Diploma in Accounting and Business	41.20	4	Knowledge
Pathway 3: Management Consulting				
10358	Diploma in Management Consulting Practice	128.90	4	Competence
10331	Certificate in Management Consulting	360.50	4	Knowledge
Pathway 4: Management Accounting				
10353	Diploma in Business Accounting Practice	128.90	4	Competence
10352	Diploma in Business Accounting	41.20	4	Knowledge
Pathway 1: Accountancy				
10338	Diploma in Professional Services (Audit and Accountancy Practice)	153.00	7	Competence
-	ICAEW's Chartered Accountant (ACA) Qualification - <i>awarded by professional body</i>	-	-	Knowledge
Pathway 2: Audit				
10338	Diploma in Professional Services (Audit and Accountancy Practice)	153.00	7	Competence
-	ICAEW's Chartered Accountant (ACA) Qualification - <i>awarded by professional body</i>	-	-	Knowledge
Pathway 3: Tax				
10339	Diploma in Professional Services (Tax Practice)	153.00	7	Competence
or	- ICAEW's Chartered Accountant (ACA) Qualification - <i>awarded by professional body</i>	-	-	Knowledge
	- CIOT's Chartered Tax Adviser (CTA) Qualification - <i>awarded by professional body</i>	-	-	Knowledge



Retail

Code	Qualification	Full qual fee (£)	Level	Component
10288	Level 2 Certificate in Retail Skills*	62.80	2	Competence
10289	Level 2 Diploma in Retail Skills*	82.10	2	Competence
01767	Level 2 Certificate in Retail Knowledge	72.00	2	Knowledge
<i>Either</i>	Application of Number and Communication Level 1	19.60		Essential Skills Wales
<i>or</i>	Mathematics and English Level 1	25.20		Functional Skills
	Embedded within Retail Knowledge Units	-		Employee Rights and Responsibilities
10293	Level 3 Diploma in Retail (Management)**	109.00	3	Competence
10294	Level 3 Diploma in Retail (Sales Professional)**	109.00	3	Competence
10295	Level 3 Diploma in Retail (Visual Merchandising)**	109.00	3	Competence
01769	Level 3 Certificate in Retail Knowledge	85.80	3	Knowledge
<i>Either</i>	Application of Number and Communication Level 2	19.60		Essential Skills Wales
<i>or</i>	Mathematics and English Level 2	25.20		Functional Skills
	Embedded within Retail Knowledge Units	-		Employee Rights and Responsibilities

* Either 10288 or 10289 to be used for Competence based component.

** Either 10293, 10294 or 10295 to be used for Competence based component dependant upon chosen pathway.

Supporting Teaching and Learning in Schools

Code	Qualification	Full qual fee (£)	Level	Component
04465	Level 2 Certificate in Supporting Teaching and Learning in Schools	84.50	2	Competence
	Incorporated with Competence based qualification	-	2	Knowledge
<i>Either</i>	Application of Number and ICT Level 1, Communication Level 2	21.90		Essential Skills Wales
<i>or</i>	Mathematics and ICT Level 1, English Level 2	37.80		Functional Skills
	Evidenced via prepared form/workbook	-		Employee Rights and Responsibilities
04470	Level 3 Diploma in Specialist Support for Teaching and Learning in Schools	135.70	3	Competence
	Incorporated with Competence based qualification	-	3	Knowledge
	Application of Number, ICT and Communication Level 2	21.90		Essential Skills Wales
	Mathematics, English and ICT Level 2	37.80		Functional Skills
	Evidenced via prepared form/workbook	-		Employee Rights and Responsibilities

Warehousing and Storage

Code	Qualification	Full qual fee (£)	Level	Component
04419	Level 2 Certificate in Warehousing and Storage	76.00	2	Competence
	Incorporated with Competence based qualification	-	2	Knowledge
<i>Either</i>	Application of Number and Communication Level 1	19.60		Essential Skills Wales
<i>or</i>	Mathematics and English Level 1	25.20		Functional Skills
09884	Award in Employee Rights and Responsibilities in the Logistics Industry	20.10	2	Employee Rights and Responsibilities



Cambridge Technicals

Centres delivering Cambridge Technicals qualifications receive two free Visiting Moderations per academic year. Any additional Visiting Moderations will incur a fee of £280 per visit, unless prior approval to waive the fee has been granted by OCR. Centres are advised, candidates should be entered for either the full award **or** individual units. They should **not** be entered for both. (This is different from many other OCR qualifications, such as GCSEs and A Levels, where both unit and certification entries are required.) Comprehensive instructions for entering candidates for Cambridge Technicals qualifications can be found [here](#).

Pay as you go (QCF) – Units are purchased until such time that the required amount of credit has been achieved to attain a full qualification.

Pay up front (QCF) – A simple one-off payment, payable in advance, that covers the cost of the whole qualification at a lower cost than **Pay as you go**, with the exception of those qualifications marked **❖** where only three units are required to attain full certification.

Top up/Move down entries can only be made for candidates with existing full award entries.

Top up/Move down fees are determined by calculating the difference between the cost of the full qualification the candidate is moving to and the cost of the original full qualification entered for and applying a standard £10 per candidate administration fee. Where a move down fee is shown this value will be credited to your account.

Art and Design								QCF
Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
05360	Cambridge Technical Certificate in Art and Design	2	600/6091/8	31/08/17	15	90	20.10	39.70
05361	Cambridge Technical Extended Certificate in Art and Design <i>(top up from Certificate)</i>	2						35.30
05363	Cambridge Technical Certificate in Art and Design <i>(move down from Extended Certificate)</i>	2						-15.30
05362	Cambridge Technical Extended Certificate in Art and Design	2	600/6092/X	31/08/17	30	180	20.10	65.00
05364	Cambridge Technical Diploma in Art and Design <i>(top up from Extended Certificate)</i>	2						47.00
05366	Cambridge Technical Extended Certificate in Art and Design <i>(move down from Diploma)</i>	2						-27.00
05365	Cambridge Technical Diploma in Art and Design	2	600/6093/1	31/08/17	60	360	20.10	102.00
05367	Cambridge Technical Certificate in Art and Design ❖	3	600/6094/3	31/08/17	30	180	20.10	74.10
05368	Cambridge Technical Introductory Diploma in Art and Design <i>(top up from Certificate)</i>	3						37.30
05370	Cambridge Technical Certificate in Art and Design <i>(move down from Introductory Diploma)</i>	3						-17.30
05369	Cambridge Technical Introductory Diploma in Art and Design	3	600/6095/5	31/08/17	60	360	20.10	101.40
05371	Cambridge Technical Subsidiary Diploma in Art and Design <i>(top up from Introductory Diploma)</i>	3						25.50
05373	Cambridge Technical Introductory Diploma in Art and Design <i>(move down from Subsidiary Diploma)</i>	3						-5.50
05372	Cambridge Technical Subsidiary Diploma in Art and Design	3	600/6096/7	31/08/17	90	540	20.10	116.90
05374	Cambridge Technical Diploma in Art and Design <i>(top up from Subsidiary Diploma)</i>	3						22.90
05376	Cambridge Technical Subsidiary Diploma in Art and Design <i>(move down from Diploma)</i>	3						-2.90



05375	Cambridge Technical Diploma in Art and Design	3	600/6151/0	31/08/17	120	720	20.10	129.80
05377	Cambridge Technical Extended Diploma in Art and Design (top up from Diploma)	3						26.60
05379	Cambridge Technical Diploma in Art and Design (move down from Extended Diploma)	3						-6.60
05378	Cambridge Technical Extended Diploma in Art and Design	3	600/6150/9	31/08/17	180	1080	20.10	146.40

2013/14



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Business								QCF
Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
05320	Cambridge Technical Certificate in Business	2	600/4218/7	31/08/16	15	90	20.10	39.70
05321	Cambridge Technical Extended Certificate in Business (top up from Certificate)	2						35.30
05323	Cambridge Technical Certificate in Business (move down from Extended Certificate)	2						-15.30
05322	Cambridge Technical Extended Certificate in Business	2	600/4223/0	31/08/16	30	180	20.10	65.00
05324	Cambridge Technical Diploma in Business (top up from Extended Certificate)	2						47.00
05326	Cambridge Technical Extended Certificate in Business (move down from Diploma)	2						-27.00
05325	Cambridge Technical Diploma in Business	2	600/4220/5	31/08/16	60	360	20.10	102.00
05327	Cambridge Technical Certificate in Business ♦	3	600/4226/6	31/08/16	30	180	20.10	74.10
05328	Cambridge Technical Introductory Diploma in Business (top up from Certificate)	3						37.30
05330	Cambridge Technical Certificate in Business (move down from Introductory Diploma)	3						-17.30
05329	Cambridge Technical Introductory Diploma in Business	3	600/4608/9	31/08/16	60	360	20.10	101.40
05331	Cambridge Technical Subsidiary Diploma in Business (top up from Introductory Diploma)	3						25.50
05333	Cambridge Technical Introductory Diploma in Business (move down from Subsidiary Diploma)	3						-5.50
05332	Cambridge Technical Subsidiary Diploma in Business	3	600/4235/7	31/08/16	90	540	20.10	116.90
05334	Cambridge Technical Diploma in Business (top up from Subsidiary Diploma)	3						22.90
05336	Cambridge Technical Subsidiary Diploma in Business (move down from Diploma)	3						-2.90
05335	Cambridge Technical Diploma in Business	3	600/4229/1	31/08/16	120	720	20.10	129.80
05337	Cambridge Technical Extended Diploma in Business (top up from Diploma)	3						26.60
05339	Cambridge Technical Diploma in Business (move down from Extended Diploma)	3						-6.60
05338	Cambridge Technical Extended Diploma in Business	3	600/4232/1	31/08/16	180	1080	20.10	146.40



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Health and Social Care

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
05300	Cambridge Technical Certificate in Health and Social Care	2	600/4217/5	31/08/16	15	90	20.10	39.70
05301	Cambridge Technical Extended Certificate in Health and Social Care <i>(top up from Certificate)</i>	2						35.30
05303	Cambridge Technical Certificate in Health and Social Care <i>(move down from Extended Certificate)</i>	2						-15.30
05302	Cambridge Technical Extended Certificate in Health and Social Care	2	600/4224/2	31/08/16	30	180	20.10	65.00
05304	Cambridge Technical Diploma in Health and Social Care <i>(top up from Extended Certificate)</i>	2						47.00
05306	Cambridge Technical Extended Certificate in Health and Social Care <i>(move down from Diploma)</i>	2						-27.00
05305	Cambridge Technical Diploma in Health and Social Care	2	600/4221/7	31/08/16	60	360	20.10	102.00
05307	Cambridge Technical Certificate in Health and Social Care	3	600/4227/8	31/08/16	30	180	20.10	74.10
05308	Cambridge Technical Introductory Diploma in Health and Social Care <i>(top up from Certificate)</i>	3						37.30
05310	Cambridge Technical Certificate in Health and Social Care <i>(move down from Introductory Diploma)</i>	3						-17.30
05309	Cambridge Technical Introductory Diploma in Health and Social Care	3	600/4612/0	31/08/16	60	360	20.10	101.40
05311	Cambridge Technical Subsidiary Diploma in Health and Social Care <i>(top up from Introductory Diploma)</i>	3						25.50
05313	Cambridge Technical Introductory Diploma in Health and Social Care <i>(move down from Subsidiary Diploma)</i>	3						-5.50
05312	Cambridge Technical Subsidiary Diploma in Health and Social Care	3	600/4236/9	31/08/16	90	540	20.10	116.90
05314	Cambridge Technical Diploma in Health and Social Care <i>(top up from Subsidiary Diploma)</i>	3						22.90
05316	Cambridge Technical Subsidiary Diploma in Health and Social Care <i>(move down from Diploma)</i>	3						-2.90
05315	Cambridge Technical Diploma in Health and Social Care	3	600/4230/8	31/08/16	120	720	20.10	129.80
05317	Cambridge Technical Extended Diploma in Health and Social Care <i>(top up from Diploma)</i>	3						26.60
05319	Cambridge Technical Diploma in Health and Social Care <i>(move down from Extended Diploma)</i>	3						-6.60
05318	Cambridge Technical Extended Diploma in Health and Social Care	3	600/4233/3	31/08/16	180	1080	20.10	146.40
05803	Cambridge Technical Diploma in Health and Social Care	4	601/1876/3		120	480-500	20.10	151.75



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IT	QCF							
Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
● 05340	Cambridge Technical Certificate in IT	2	600/4219/9	31/08/16	15	90	20.10	39.70
05341	Cambridge Technical Extended Certificate in IT (top up from Certificate)	2						35.30
05343	Cambridge Technical Certificate in IT (move down from Extended Certificate)	2						-15.30
● 05342	Cambridge Technical Extended Certificate in IT	2	600/4225/4	31/08/16	30	180	20.10	65.00
05344	Cambridge Technical Diploma in IT (top up from Extended Certificate)	2						47.00
05346	Cambridge Technical Extended Certificate in IT (move down from Diploma)	2						-27.00
● 05345	Cambridge Technical Diploma in IT	2	600/4222/9	31/08/16	60	360	20.10	102.00
● 05347	Cambridge Technical Certificate in IT ♦	3	600/4228/X	31/08/16	30	180	20.10	74.10
05348	Cambridge Technical Introductory Diploma in IT (top up from Certificate)	3						37.30
05350	Cambridge Technical Certificate in IT (move down from Introductory Diploma)	3						-17.30
● 05349	Cambridge Technical Introductory Diploma in IT	3	600/4623/5	31/08/16	60	360	20.10	101.40
05351	Cambridge Technical Subsidiary Diploma in IT (top up from Introductory Diploma)	3						25.50
05353	Cambridge Technical Introductory Diploma in IT (move down from Subsidiary Diploma)	3						-5.50
● 05352	Cambridge Technical Subsidiary Diploma in IT	3	600/4237/0	31/08/16	90	540	20.10	116.90
05354	Cambridge Technical Diploma in IT (top up from Subsidiary Diploma)	3						22.90
05356	Cambridge Technical Subsidiary Diploma in IT (move down from Diploma)	3						-2.90
● 05355	Cambridge Technical Diploma in IT	3	600/4231/X	31/08/16	120	720	20.10	129.80
05357	Cambridge Technical Extended Diploma in IT (top up from Diploma)	3						26.60
05359	Cambridge Technical Diploma in IT (move down from Extended Diploma)	3						-6.60
● 05358	Cambridge Technical Extended Diploma in IT	3	600/4234/5	31/08/16	180	1080	20.10	146.40
● 05805	Cambridge Technical Diploma in IT	4	601/1118/5	31/08/15	120	480	20.10	151.75



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Media								QCF
Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
05380	Cambridge Technical Certificate in Media	2	600/6097/9	31/08/17	15	90	20.10	39.70
05381	Cambridge Technical Extended Certificate in Media (top up from Certificate)	2						35.30
05383	Cambridge Technical Certificate in Media (move down from Extended Certificate)	2						-15.30
05382	Cambridge Technical Extended Certificate in Media	2	600/6098/0	31/08/17	30	180	20.10	65.00
05384	Cambridge Technical Diploma in Media (top up from Extended Certificate)	2						47.00
05386	Cambridge Technical Extended Certificate in Media (move down from Diploma)	2						-27.00
05385	Cambridge Technical Diploma in Media	2	600/6099/2	31/08/17	60	360	20.10	102.00
05387	Cambridge Technical Certificate in Media ♦	3	600/6175/3	31/08/17	30	180	20.10	74.10
05388	Cambridge Technical Introductory Diploma in Media (top up from Certificate)	3						37.30
05390	Cambridge Technical Certificate in Media (move down from Introductory Diploma)	3						-17.30
05389	Cambridge Technical Introductory Diploma in Media	3	600/6176/5	31/08/17	60	360	20.10	101.40
05391	Cambridge Technical Subsidiary Diploma in Media (top up from Introductory Diploma)	3						25.50
05393	Cambridge Technical Introductory Diploma in Media (move down from Subsidiary Diploma)	3						-5.50
05392	Cambridge Technical Subsidiary Diploma in Media	3	600/6100/5	31/08/17	90	540	20.10	116.90
05394	Cambridge Technical Diploma in Media (top up from Subsidiary Diploma)	3						22.90
05396	Cambridge Technical Subsidiary Diploma in Media (move down from Diploma)	3						-2.90
05395	Cambridge Technical Diploma in Media	3	600/6197/2	31/08/17	120	720	20.10	129.80
05397	Cambridge Technical Extended Diploma in Media (top up from Diploma)	3						26.60
05399	Cambridge Technical Diploma in Media (move down from Extended Diploma)	3						-6.60
05398	Cambridge Technical Extended Diploma in Media	3	600/6177/7	31/08/17	180	1080	20.10	146.40

Top up/Move down entries can only be made for candidates with existing full award entries.

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Top up/Move down entries can only be made for candidates with existing full award entries.

Top up/Move down fees are determined by calculating the difference between the cost of the full qualification the candidate is moving to and the cost of the original full qualification entered for and applying a standard £10 per candidate administration fee. Where a move down fee is shown this value will be credited to your account.

Performing Arts

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
05763	Cambridge Technical Certificate in Performing Arts	2	601/0573/2	31/08/16	15	90	20.10	39.70
05764	Cambridge Technical Extended Certificate in Performing Arts (top up from Certificate)	2						35.30
05766	Cambridge Technical Certificate in Performing Arts (move down from Extended Certificate)	2						-15.30
05765	Cambridge Technical Extended Certificate in Performing Arts	2	601/0575/6	31/08/16	30	180	20.10	65.00
05767	Cambridge Technical Diploma in Performing Arts (top up from Extended Certificate)	2						47.00
05769	Cambridge Technical Extended Certificate in Performing Arts (move down from Diploma)	2						-27.00
05768	Cambridge Technical Diploma in Performing Arts	2	601/0574/4	31/08/16	60	360	20.10	102.00
05770	Cambridge Technical Certificate in Performing Arts	3	601/0111/8	31/08/16	30	180	20.10	74.10
05771	Cambridge Technical Introductory Diploma in Performing Arts (top up from Certificate)	3						37.30
05773	Cambridge Technical Certificate in Performing Arts (move down from Introductory Diploma)	3						-17.30
05772	Cambridge Technical Introductory Diploma in Performing Arts	3	601/0249/4	31/08/16	60	360	20.10	101.40
05774	Cambridge Technical Subsidiary Diploma in Performing Arts (top up from Introductory Diploma)	3						25.50
05776	Cambridge Technical Introductory Diploma in Performing Arts (move down from Subsidiary Diploma)	3						-5.50
05775	Cambridge Technical Subsidiary Diploma in Performing Arts	3	601/0250/0	31/08/16	90	540	20.10	116.90
05777	Cambridge Technical Diploma in Performing Arts (top up from Subsidiary Diploma)	3						22.90
05779	Cambridge Technical Subsidiary Diploma in Performing Arts (move down from Diploma)	3						-2.90
05778	Cambridge Technical Diploma in Performing Arts	3	601/0247/0	31/08/16	120	720	20.10	129.80
05780	Cambridge Technical Extended Diploma in Performing Arts (top up from Diploma)	3						26.60
05782	Cambridge Technical Diploma in Performing Arts (move down from Extended Diploma)	3						-6.60
05781	Cambridge Technical Extended Diploma in Performing Arts	3	601/0248/2	31/08/16	180	1080	20.10	146.40



Top up/Move down entries can only be made for candidates with existing full award entries.

Top up/Move down fees are determined by calculating the difference between the cost of the full qualification the candidate is moving to and the cost of the original full qualification entered for and applying a standard £10 per candidate administration fee. Where a move down fee is shown this value will be credited to your account.

Science

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
05783	Cambridge Technical Certificate in Science	2	601/0578/1	31/08/18	15	90	20.10	39.70
05784	Cambridge Technical Extended Certificate in Science (top up from Certificate)	2						35.30
05786	Cambridge Technical Certificate in Science (move down from Extended Certificate)	2						-15.30
05785	Cambridge Technical Extended Certificate in Science	2	601/0577/X	31/08/18	30	180	20.10	65.00
05787	Cambridge Technical Diploma in Science (top up from Extended Certificate)	2						47.00
05789	Cambridge Technical Extended Certificate in Science (move down from Diploma)	2						-27.00
05788	Cambridge Technical Diploma in Science	2	601/0576/8	31/08/18	60	360	20.10	102.00



Sport								QCF
Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
05400	Cambridge Technical Certificate in Sport	2	600/6137/6	31/08/16	15	90	20.10	39.70
05401	Cambridge Technical Extended Certificate in Sport (top up from Certificate)	2						35.30
05403	Cambridge Technical Certificate in Sport (move down from Extended Certificate)	2						-15.30
05402	Cambridge Technical Extended Certificate in Sport	2	600/6138/8	31/08/16	30	180	20.10	65.00
05404	Cambridge Technical Diploma in Sport (top up from Extended Certificate)	2						47.00
05406	Cambridge Technical Extended Certificate in Sport (move down from Diploma)	2						-27.00
05405	Cambridge Technical Diploma in Sport	2	600/6139/X	31/08/16	60	360	20.10	102.00
05407	Cambridge Technical Certificate in Sport	3	600/6140/6	31/08/16	30	180	20.10	74.10
05408	Cambridge Technical Introductory Diploma in Sport (top up from Certificate)	3						37.30
05410	Cambridge Technical Certificate in Sport (move down from Introductory Diploma)	3						-17.30
05409	Cambridge Technical Introductory Diploma in Sport	3	600/6143/1	31/08/16	60	360	20.10	101.40
05411	Cambridge Technical Subsidiary Diploma in Sport (top up from Introductory Diploma)	3						25.50
05413	Cambridge Technical Introductory Diploma in Sport (move down from Subsidiary Diploma)	3						-5.50
05412	Cambridge Technical Subsidiary Diploma in Sport	3	600/6142/X	31/08/16	90	540	20.10	116.90
05414	Cambridge Technical Diploma in Sport (top up from Subsidiary Diploma)	3						22.90
05416	Cambridge Technical Subsidiary Diploma in Sport (move down from Diploma)	3						-2.90
05415	Cambridge Technical Diploma in Sport	3	600/6141/8	31/08/16	120	720	20.10	129.80
05417	Cambridge Technical Extended Diploma in Sport (top up from Diploma)	3						26.60
05419	Cambridge Technical Diploma in Sport (move down from Extended Diploma)	3						-6.60
05418	Cambridge Technical Extended Diploma in Sport	3	600/6144/3	31/08/16	180	1080	20.10	146.40



A fee of £350 will be charged to new centres for the processing of a centre approval for verified schemes. A fee of £280 will be charged to existing centres to add a new verified scheme. This fee will cover all schemes listed on a single Application for Approval form (Form VQ1). Centres outside the UK will need to negotiate prices for evaluation and verification individually.

Centres receive two free External Verifier visits per year, being incorporated into the candidate entry fees charged by OCR. However, OCR reserves the right to charge centres the standard visit fee (currently £280) for any extra visits or advisory visits over and above their normal allocation. Moreover, where a centre enters a small number of candidates per academic year, the standard visit fee will be applied. Please refer to the [Admin Guide: Vocational Qualifications](#) for further guidance.

OCR offers customers two fee options for the vast majority of our NQF and QCF vocational qualifications.

Pay as you go (NQF) – There is an initial entry fee and then you pay for the certification claim for each unit when you make your unit certification claims.

Pay up front (NQF) – A simple one-off payment, payable in advance, that covers the entry fee and the certification claim fee for the whole qualification at a lower total cost than **Pay as you go**.

Pay as you go (QCF) – Units are purchased until such time that the required amount of credit has been achieved to attain a full qualification.

Pay up front (QCF) – A simple one-off payment, payable in advance, that covers the cost of the whole qualification at a lower cost than **Pay as you go**.

For overseas centres that have been approved by Cambridge International Examinations to offer OCR examinations, a premium of £6.70 per candidate over and above the normal fee is charged. BFPO centres are charged UK rates. Late entries for Examined Schemes are liable to a late entry surcharge of £53.50 per entry document.

Business

Administration (Business Professional)

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
03952	Award in Administration (Business Professional)	1	500/6218/9	31/08/15	8	80	20.10	30.10
03953	Certificate in Administration (Business Professional)	1	500/6122/7	31/08/15	13	130	20.10	48.25
03954	Diploma in Administration (Business Professional)	1	500/6123/9	31/08/15	37	370	20.10	100.50
03955	Award in Administration (Business Professional)	2	500/6124/0	31/08/15	10	100	20.10	34.25
03956	Certificate in Administration (Business Professional)	2	500/6563/4	31/08/15	18	172-180	20.10	72.40
03957	Diploma in Administration (Business Professional)	2	500/6125/2	31/08/15	37	370	20.10	112.60
03958	Award in Administration (Business Professional)	3	500/6483/6	31/08/15	11	99-110	20.10	48.30
03959	Certificate in Administration (Business Professional)	3	500/6484/8	31/08/15	20	180-200	20.10	85.50
03963	Diploma in Administration (Business Professional)	3	500/6485/X	31/08/15	37	333-370	20.10	126.70
03966	Award in Administration (Business Professional)	4	500/6488/5	31/08/15	12	108	20.10	54.30
03967	Certificate in Administration (Business Professional)	4	500/6489/7	31/08/15	20	180-200	20.10	90.50
03968	Diploma in Administration (Business Professional)	4	500/6490/3	31/08/15	37	333-370	20.10	144.80

Please note that the full qualification fee covers Administration (Business Professional) units only. The credit from selected Text Processing (Business Professional) units may be counted towards Administration (Business Professional) qualifications, as shown in each individual qualification structure, but centres must enter for and purchase these units **separately** as shown on pages 49 and 50.



Bookkeeping and Accounting

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
05524	Award in Bookkeeping Skills (Manual)	1	501/0050/6	30/04/15	5	25	20.10	32.20
05525	Award in Bookkeeping Skills (Computerised)	1	501/0035/X	30/04/15	4	30	20.10	32.20
05526	Extended Award in Bookkeeping Skills	1	501/0051/8	30/04/15	9	55	20.10	56.30
05527	Award in Bookkeeping and Accounting Skills (Manual)	2	501/0034/8	30/04/15	7	53	20.10	43.50
05528	Award in Bookkeeping and Accounting Skills (Computerised)	2	501/0120/1	30/04/15	8	45	20.10	43.50
05529	Certificate in Bookkeeping and Accounting Skills	2	501/0119/5	30/04/15	18	120	20.10	72.40

Business and Administration

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
04702	NVQ Award in Business and Administration	1	500/9425/7	31/08/15	9	47-51	20.10	40.20
04703	NVQ Certificate in Business and Administration	1	500/9426/9	31/08/15	15	90-103	20.10	72.40
04438	Certificate in Principles of Business and Administration	2	500/9750/7	31/08/15	13	104	8.70	
04704	NVQ Award in Business and Administration	2	500/9582/1	31/08/15	9	48-71	20.10	48.30
04705	NVQ Certificate in Business and Administration	2	500/9645/X	31/08/15	21	93-146	20.10	80.90
04706	NVQ Diploma in Business and Administration	2	500/9647/3	31/08/15	37	152-266	20.10	132.70
04439	Certificate in Principles of Business and Administration	3	500/9751/9	31/08/15	17	136	8.70	
04707	NVQ Certificate in Business and Administration	3	500/9624/2	31/08/15	30	128-201	20.10	105.60
04708	NVQ Diploma in Business and Administration	3	500/9625/4	31/08/15	40	167-272	20.10	150.20
04709	NVQ Certificate in Business and Administration	4	500/9508/0	31/08/15	30	136-173	20.10	133.50
10362	NVQ Diploma in Business and Administration	4	601/2524/X	31/08/14*	53	194-378	20.10	166.90
10337	Diploma in Business and Administration	4	600/8145/4	31/08/15	40	192	20.10	108.30

Business Enterprise

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
10315	Award in Understanding Business Enterprise	1	600/5512/1	31/12/14	3	24	20.10	38.30
10316	Award in Understanding Business Enterprise	2	600/5582/0	31/12/14	4	32	20.10	54.30
10317	Award in Understanding Business Enterprise	3	600/5583/2	31/12/14	5	40	20.10	57.30
10313	Award in Business Enterprise	2	600/5584/4	31/12/14	7	56-64	20.10	73.20
10314	Award in Business Enterprise	3	600/5439/6	31/12/14	9	72-80	20.10	91.50
09896	Award in Preparing for a Business Venture	2	600/1120/8	31/03/16	9	69	20.10	49.50
09897	Certificate in Preparing for a Business Venture	2	600/1093/9	31/03/16	15	125-135	20.10	90.50
09898	Award in Preparing for a Business Venture	3	600/1094/0	31/03/16	8	76	20.10	39.40
09899	Certificate in Preparing for a Business Venture	3	600/1095/2	31/03/16	20	190	20.10	95.50

*Review dates shown in red are final entry dates

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)
	Entry Level – Award in Initial Text Processing (06957)		500/4127/7	31/08/17	3	30	
	Award in Speed Keying (06956)		500/3989/1	31/08/17	2	20	
06964	Text Production	Entry 3					10.10
06965	Speed Keying	Entry 3					10.10
00003	Text Production (Screen Reader)	Entry 3					10.10

Level 1 – Award in Text Processing (06947)	500/4126/5	31/08/17	8	80			
Certificate in Text Processing (06948)	500/4128/9	31/08/17	13	130			
Diploma in Text Processing (06949)	500/4222/1	31/08/17	37	370			
Dyfarniad in Text Processing (Business Professional) (04607)	500/4126/5	31/08/17	8	80			
06967	Audio-Transcription	1				14.00	
06968	Business Presentations	1				14.00	
06969	Computer Keyboard Skills	1				14.00	
06970	Legal Text Processing	1				14.00	
06971	Mailmerge	1				14.00	
06972	Shorthand Speed Skills	1				14.00	
06973	Speed Keying	1				14.00	
06966	Text Production	1				14.00	
00004	Text Production (Screen Reader)	1				14.00	
06974	Word Processing	1				14.00	
03945	Cynhrchu Testun	1				14.00	
03946	Prosesu Geiriau	1				14.00	



Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)
	Level 2 – Award in Text Processing (06958)		500/3990/8	31/08/17	9	90	
	Certificate in Text Processing (06959)		500/4089/3	31/08/17	16	160	
	Diploma in Text Processing (06960)		500/3997/0	31/08/17	37	370	
	Dyfarniad in Text Processing (Business Professional) (04608)		500/3990/8	31/08/17	9	90	
06976	Audio-Transcription	2					16.10
06977	Business Presentations	2					16.10
06978	Document Presentation	2					16.10
06980	Legal Audio-transcription	2					16.10
06994	Mailmerge	2					16.10
06995	Medical Audio-transcription	2					16.10
06996	Medical Word Processing	2					16.10
06997	Shorthand Speed Skills	2					16.10
06998	Speed Keying	2					16.10
06975	Text Production	2					16.10
00005	Text Production (Screen Reader)	2					16.10
06999	Word Processing	2					16.10
03947	Cynhrchu Testun	2					16.10
03948	Prosesu Geiriau	2					16.10
	Level 3 – Award in Text Processing (06961)		500/4013/3	31/08/17	11	110	
	Certificate in Text Processing (06962)		500/3991/X	31/08/17	20	200	
	Diploma in Text Processing (06963)		500/3992/1	31/08/17	37	370	
	Dyfarniad in Text Processing (Business Professional) (04609)		500/4013/3	31/08/17	11	110	
03933	Audio-transcription	3					18.90
03934	Document Presentation	3					18.90
03935	Legal Word Processing	3					18.90
03936	Shorthand Speed Skills	3					18.90
03937	Speed Keying	3					18.90
03932	Text Production	3					18.90
00007	Text Production (Screen Reader)	3					18.90
03938	Word Processing	3					18.90
03949	Cynhrchu Testun	3					18.90
04606	Prosesu Geiriau	3					18.90

Customer Service

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
03454	NVQ Certificate in Customer Service	1	500/9843/3	31/08/15	22	153-160	20.10	58.10
10334	Award in Principles of Customer Service	1	600/7885/6	31/12/15	4	30	20.10	25.80
09628	Certificate in Principles of Customer Service	2	600/0840/4	31/08/15	13	93	20.10	47.60
03455	NVQ Certificate in Customer Service	2	500/8625/X	31/08/15	28	192-200	20.10	68.80
09629	Certificate in Principles of Customer Service	3	600/0752/7	31/08/15	17	113	20.10	58.20
03456	NVQ Diploma in Customer Service	3	500/8626/1	31/08/15	42	280-310	20.10	90.00
03457	NVQ Diploma in Customer Service	4	500/9203/0	31/08/14*	67	443-468	20.10	132.20

Entrepreneurship

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
10341	Award in Being Entrepreneurial – Identifying Opportunities	2	601/0639/6	31/07/18	10	60		20.10
10342	Award in Being Entrepreneurial – Identifying and Pitching Opportunities	2	601/0594/X	31/07/18	12	80	20.10	26.20
10343	Award in Being Entrepreneurial – Evaluating Opportunities	3	601/0998/1	31/07/18	10	60		20.10
10344	Award in Being Entrepreneurial – Evaluating and Pitching Opportunities	3	601/0642/6	31/07/18	12	80	20.10	26.20



*Review dates shown in red are final entry dates

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Full qual fee (£)
08762	Award in English	Entry	501/0906/6	31/12/14*	8	80	40.20
08763	Award in Speaking English	Entry	501/0900/5	31/12/14*	2	10	20.10
08764	Award in Understanding Spoken English	Entry	501/0908/X	31/12/14*	2	20	20.10
08765	Award in Reading English	Entry	501/0978/9	31/12/14*	2	20	20.10
08766	Award in Writing English	Entry	501/0977/7	31/12/14*	2	20	20.10
08791	NVQ Award in English	1	501/0396/9	31/12/14*	11	89-94	52.30
08792	NVQ Award in Speaking English	1	501/0336/2	31/12/14*	3	23	20.10
08793	NVQ Award in Understanding Spoken English	1	501/0329/5	31/12/14*	3	23	20.10
08794	NVQ Award in Reading English	1	501/0393/3	31/12/14*	3	23	20.10
08795	NVQ Award in Writing English	1	501/0332/5	31/12/14*	3	23	20.10
09480	NVQ Certificate in English	2	501/0266/7	31/12/14*	18	98	60.30
09481	NVQ Award in Speaking English	2	501/0447/0	31/12/14*	5	25	20.10
09482	NVQ Award in Understanding Spoken English	2	501/0446/9	31/12/14*	5	25	20.10
09483	NVQ Award in Reading English	2	501/0449/4	31/12/14*	5	25	20.10
09484	NVQ Award in Writing English	2	501/0450/0	31/12/14*	5	25	20.10
09485	NVQ Certificate in English	3	500/9973/5	31/12/14*	29	139	72.40
09486	NVQ Award in Speaking English	3	501/0010/5	31/12/14*	8	38	20.10
09487	NVQ Award in Understanding Spoken English	3	501/0008/7	31/12/14*	8	38	20.10
09488	NVQ Award in Reading English	3	501/0009/9	31/12/14*	8	38	20.10
09489	NVQ Award in Writing English	3	501/0029/4	31/12/14*	8	38	20.10
09490	NVQ Diploma in English	4	501/0230/8	31/12/14*	38	113	76.40
09491	NVQ Award in Speaking English	4	501/0060/9	31/12/14*	10	25	20.10
09492	NVQ Award in Understanding Spoken English	4	501/0056/7	31/12/14*	10	25	20.10
09493	NVQ Award in Reading English	4	501/0039/7	31/12/14*	10	25	20.10
09494	NVQ Award in Writing English	4	501/0061/0	31/12/14*	10	25	20.10



*Review dates shown in red are final entry dates

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Full qual fee (£)
04740	Award in French	Entry	501/0963/7	31/12/15	8	80	40.20
04741	Award in Speaking French	Entry	501/0905/4	31/12/15	2	20	20.10
04742	Award in Understanding Spoken French	Entry	501/0929/7	31/12/15	2	20	20.10
04743	Award in Reading French	Entry	501/0917/0	31/12/15	2	20	20.10
04744	Award in Writing French	Entry	501/0966/2	31/12/15	2	20	20.10
04745	NVQ Award in French	1	501/0154/7	31/12/15	11	89-94	52.30
04746	NVQ Award in Speaking French	1	501/0330/1	31/12/15	3	23	20.10
04747	NVQ Award in Understanding Spoken French	1	501/0363/5	31/12/15	3	23	20.10
04748	NVQ Award in Reading French	1	501/0362/3	31/12/15	3	23	20.10
04749	NVQ Award in Writing French	1	501/0360/X	31/12/15	3	23	20.10
04775	NVQ Certificate in French	2	501/0107/9	31/12/15	18	98	60.30
04776	NVQ Award in Speaking French	2	501/0353/2	31/12/15	5	25	20.10
04777	NVQ Award in Understanding Spoken French	2	501/0356/8	31/12/15	5	25	20.10
04778	NVQ Award in Reading French	2	501/0354/4	31/12/15	5	25	20.10
04779	NVQ Award in Writing French	2	501/0175/4	31/12/15	5	25	20.10
04780	NVQ Certificate in French	3	500/9970/X	31/12/15	29	139	72.40
04781	NVQ Award in Speaking French	3	501/0204/7	31/12/15	8	38	20.10
04782	NVQ Award in Understanding Spoken French	3	501/0001/4	31/12/15	8	38	20.10
04783	NVQ Award in Reading French	3	501/0005/1	31/12/15	8	38	20.10
04784	NVQ Award in Writing French	3	501/0007/5	31/12/15	8	38	20.10
04785	NVQ Diploma in French	4	501/0206/0	31/12/15	38	113	76.40
04786	NVQ Award in Speaking French	4	501/0053/1	31/12/15	10	25	20.10
04787	NVQ Award in Understanding Spoken French	4	501/0066/X	31/12/15	10	25	20.10
04788	NVQ Award in Reading French	4	501/0057/9	31/12/15	10	25	20.10
04789	NVQ Award in Writing French	4	501/0062/2	31/12/15	10	25	20.10



Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Full qual fee (£)
04966	Award in German	Entry	501/0916/9	31/12/15	8	80	40.20
04967	Award in Speaking German	Entry	501/0913/3	31/12/15	2	10	20.10
04968	Award in Understanding Spoken German	Entry	501/0912/1	31/12/15	2	20	20.10
04969	Award in Reading German	Entry	501/0899/2	31/12/15	2	20	20.10
04970	Award in Writing German	Entry	501/0919/4	31/12/15	2	20	20.10
06143	NVQ Award in German	1	501/0155/9	31/12/15	11	89-94	52.30
06144	NVQ Award in Speaking German	1	501/0279/5	31/12/15	3	23	20.10
06145	NVQ Award in Understanding Spoken German	1	501/0361/1	31/12/15	3	23	20.10
06146	NVQ Award in Reading German	1	501/0331/3	31/12/15	3	23	20.10
06147	NVQ Award in Writing German	1	501/0358/1	31/12/15	3	23	20.10
06148	NVQ Certificate in German	2	501/0078/6	31/12/15	18	98	60.30
06149	NVQ Award in Speaking German	2	501/0348/9	31/12/15	5	25	20.10
06150	NVQ Award in Understanding Spoken German	2	501/0352/0	31/12/15	5	25	20.10
06151	NVQ Award in Reading German	2	501/0401/9	31/12/15	5	25	20.10
06152	NVQ Award in Writing German	2	501/0280/1	31/12/15	5	25	20.10
06805	NVQ Certificate in German	3	500/9972/3	31/12/15	29	139	72.40
06806	NVQ Award in Speaking German	3	500/9999/1	31/12/15	8	38	20.10
06807	NVQ Award in Understanding Spoken German	3	501/0011/7	31/12/15	8	38	20.10
06808	NVQ Award in Reading German	3	501/0014/2	31/12/15	8	38	20.10
06809	NVQ Award in Writing German	3	501/0025/7	31/12/15	8	38	20.10
06835	NVQ Diploma in German	4	501/0200/X	31/12/15	38	113	76.40
06836	NVQ Award in Speaking German	4	501/0054/3	31/12/15	10	25	20.10
06837	NVQ Award in Understanding Spoken German	4	501/0064/6	31/12/15	10	25	20.10
06838	NVQ Award in Reading German	4	501/0070/1	31/12/15	10	25	20.10
06839	NVQ Award in Writing German	4	501/0063/4	31/12/15	10	25	20.10



2013/14

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Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Full qual fee (£)
07713	Award in Italian	Entry	501/0918/2	31/12/14*	8	80	40.20
07714	Award in Speaking Italian	Entry	501/0898/0	31/12/14*	2	10	20.10
07715	Award in Understanding Spoken Italian	Entry	501/0914/5	31/12/14*	2	20	20.10
07716	Award in Reading Italian	Entry	501/0968/6	31/12/14*	2	20	20.10
07717	Award in Writing Italian	Entry	501/0964/9	31/12/14*	2	20	20.10
07718	NVQ Award in Italian	1	501/0153/5	31/12/14*	11	89-94	52.30
07719	NVQ Award in Speaking Italian	1	501/0334/9	31/12/14*	3	23	20.10
07720	NVQ Award in Understanding Italian	1	501/0337/4	31/12/14*	3	23	20.10
07721	NVQ Award in Reading Italian	1	501/0366/0	31/12/14*	3	23	20.10
07722	NVQ Award in Writing Italian	1	501/0364/7	31/12/14*	3	23	20.10
07723	NVQ Certificate in Italian	2	501/0108/0	31/12/14*	18	98	60.30
07724	NVQ Award in Speaking Italian	2	501/0349/0	31/12/14*	5	25	20.10
07725	NVQ Award in Understanding Spoken Italian	2	501/0357/X	31/12/14*	5	25	20.10
07726	NVQ Award in Reading Italian	2	501/0355/6	31/12/14*	5	25	20.10
07727	NVQ Award in Writing Italian	2	501/0176/6	31/12/14*	5	25	20.10
07735	NVQ Certificate in Italian	3	501/0077/4	31/12/14*	29	139	72.40
07736	NVQ Award in Speaking Italian	3	501/0000/2	31/12/14*	8	38	20.10
07737	NVQ Award in Understanding Spoken Italian	3	501/0013/0	31/12/14*	8	38	20.10
07738	NVQ Award in Reading Italian	3	501/0027/0	31/12/14*	8	38	20.10
07739	NVQ Award in Writing Italian	3	501/0026/9	31/12/14*	8	38	20.10
08364	NVQ Diploma in Italian	4	501/0203/5	31/12/14*	38	113	76.40
08365	NVQ Award in Speaking Italian	4	501/0065/8	31/12/14*	10	25	20.10
08366	NVQ Award in Understanding Spoken Italian	4	501/0067/1	31/12/14*	10	25	20.10
08367	NVQ Award in Reading Italian	4	501/0068/3	31/12/14*	10	25	20.10
08368	NVQ Award in Writing Italian	4	501/0103/1	31/12/14*	10	25	20.10



*Review dates shown in red are final entry dates

Languages – Japanese

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Full qual fee (£)
10155	Award in Japanese	Entry	501/0965/0	31/12/14*	12	120	40.20
10156	Award in Speaking Japanese	Entry	501/0933/9	31/12/14*	2	10	20.10
10157	Award in Understanding Spoken Japanese	Entry	501/0903/0	31/12/14*	2	20	20.10
10158	Award in Reading Japanese	Entry	501/0910/8	31/12/14*	4	20	20.10
10159	Award in Writing Japanese	Entry	501/0970/4	31/12/14*	4	20	20.10

Languages – Mandarin Chinese

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Full qual fee (£)
10233	Award in Mandarin Chinese	Entry	600/1579/2	31/12/14*	12	120	40.20
10234	Award in Speaking Mandarin Chinese	Entry	600/1589/5	31/12/14*	2	20	20.10
10235	Award in Understanding Spoken Mandarin Chinese	Entry	600/1596/2	31/12/14*	2	20	20.10
10236	Award in Reading Mandarin Chinese	Entry	600/1615/2	31/12/14*	4	40	20.10
10237	Award in Writing Mandarin Chinese	Entry	600/1597/4	31/12/14*	4	40	20.10
10238	NVQ Award in Mandarin Chinese	1	600/1695/4	31/12/14*	16	113-126	52.30
10239	NVQ Award in Speaking Mandarin Chinese	1	600/1584/6	31/12/14*	3	23	20.10
10240	NVQ Award in Understanding Spoken Mandarin Chinese	1	600/1593/7	31/12/14*	3	23	20.10
10241	NVQ Award in Reading Mandarin Chinese	1	600/1583/4	31/12/14*	6	35	20.10
10242	NVQ Award in Writing Mandarin Chinese	1	600/1600/0	31/12/14*	6	35	20.10
10243	NVQ Certificate in Mandarin Chinese	2	600/1580/9	31/12/14*	25	130-165	60.30
10244	NVQ Award in Speaking Mandarin Chinese	2	600/1587/1	31/12/14*	5	23	20.10
10245	NVQ Award in Understanding Spoken Mandarin Chinese	2	600/1588/3	31/12/14*	5	25	20.10
10246	NVQ Award in Reading Mandarin Chinese	2	600/1581/0	31/12/14*	9	49	20.10
10247	NVQ Award in Writing Mandarin Chinese	2	600/1601/2	31/12/14*	9	45	20.10
10248	NVQ Diploma in Mandarin Chinese	3	600/1568/8	31/12/14*	39	186-216	72.40
10249	NVQ Award in Speaking Mandarin Chinese	3	600/1586/X	31/12/14*	8	38	20.10
10250	NVQ Award in Understanding Spoken Mandarin Chinese	3	600/1594/9	31/12/14*	8	38	20.10
10251	NVQ Certificate in Reading Mandarin Chinese	3	600/1582/2	31/12/14*	14	70	20.10
10252	NVQ Certificate in Writing Mandarin Chinese	3	600/1602/4	31/12/14*	14	70	20.10
10253	NVQ Diploma in Mandarin Chinese	4	600/1578/0	31/12/14*	50	130-203	76.40
10254	NVQ Award in Speaking Mandarin Chinese	4	600/1592/5	31/12/14*	10	25	20.10
10255	NVQ Award in Understanding Spoken Mandarin Chinese	4	600/1595/0	31/12/14*	10	25	20.10
10256	NVQ Certificate in Reading Mandarin Chinese	4	600/1585/8	31/12/14*	16	40	20.10
10257	NVQ Certificate in Writing Mandarin Chinese	4	600/1591/3	31/12/14*	16	40	20.10

*Review dates shown in red are final entry dates

Languages – Russian

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Full qual fee (£)
10150	Award in Russian	Entry	501/0969/8	31/12/14*	10	50	40.20
10151	Award in Speaking Russian	Entry	501/0922/4	31/12/14*	2	10	20.10
10152	Award in Understanding Spoken Russian	Entry	501/0921/2	31/12/14*	2	20	20.10
10153	Award in Reading Russian	Entry	501/0923/6	31/12/14*	3	30	20.10
10154	Award in Writing Russian	Entry	501/0904/2	31/12/14*	3	30	20.10

Languages – Spanish

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Full qual fee (£)
08369	Award in Spanish	Entry	501/0902/9	31/12/15	8	80	40.20
08370	Award in Speaking Spanish	Entry	501/0909/1	31/12/15	2	10	20.10
08371	Award in Understanding Spoken Spanish	Entry	501/0907/8	31/12/15	2	20	20.10
08372	Award in Reading Spanish	Entry	501/0967/4	31/12/15	2	20	20.10
08373	Award in Writing Spanish	Entry	501/0920/0	31/12/15	2	20	20.10
08385	NVQ Award in Spanish	1	501/0156/0	31/12/15	11	89-94	52.30
08386	NVQ Award in Speaking Spanish	1	501/0335/0	31/12/15	3	23	20.10
08387	NVQ Award in Understanding Spoken Spanish	1	501/0328/3	31/12/15	3	23	20.10
08388	NVQ Award in Reading Spanish	1	501/0359/3	31/12/15	3	23	20.10
08389	NVQ Award in Writing Spanish	1	501/0365/9	31/12/15	3	23	20.10
08620	NVQ Certificate in Spanish	2	501/0109/2	31/12/15	18	98	60.30
08621	NVQ Award in Speaking Spanish	2	501/0350/7	31/12/15	5	25	20.10
08622	NVQ Award in Understanding Spoken Spanish	2	501/0351/9	31/12/15	5	25	20.10
08623	NVQ Award in Reading Spanish	2	501/0402/0	31/12/15	5	25	20.10
08624	NVQ Award in Writing Spanish	2	501/0641/7	31/12/15	5	25	20.10
08742	NVQ Certificate in Spanish	3	501/0079/8	31/12/15	29	139	72.40
08743	NVQ Award in Speaking Spanish	3	500/9998/X	31/12/15	8	38	20.10
08744	NVQ Award in Understanding Spoken Spanish	3	501/0012/9	31/12/15	8	38	20.10
08745	NVQ Award in Reading Spanish	3	501/0006/3	31/12/15	8	38	20.10
08746	NVQ Award in Writing Spanish	3	501/0028/2	31/12/15	8	38	20.10
08757	NVQ Diploma in Spanish	4	501/0205/9	31/12/15	38	113	76.40
08758	NVQ Award in Speaking Spanish	4	501/0069/5	31/12/15	10	25	20.10
08759	NVQ Award in Understanding Spoken Spanish	4	501/0059/2	31/12/15	10	25	20.10
08760	NVQ Award in Reading Spanish	4	501/0055/5	31/12/15	10	25	20.10
08761	NVQ Award in Writing Spanish	4	501/0058/0	31/12/15	10	25	20.10

*Review dates shown in red are final entry dates

Languages – Welsh

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Full qual fee (£)
10100	Award in Welsh	Entry	501/1917/5	31/12/15	8	80	40.20
10101	Award in Speaking Welsh	Entry	501/1878/X	31/12/15	2	10	20.10
10102	Award in Understanding Spoken Welsh	Entry	501/1879/1	31/12/15	2	20	20.10
10103	Award in Reading Welsh	Entry	501/1880/8	31/12/15	2	20	20.10
10104	Award in Writing Welsh	Entry	501/1877/8	31/12/15	2	20	20.10
10105	NVQ Award in Welsh	1	501/2198/4	31/12/15	11	89-94	52.30
10106	NVQ Award in Speaking Welsh	1	501/1918/7	31/12/15	3	23	20.10
10107	NVQ Award in Understanding Spoken Welsh	1	501/1919/9	31/12/15	3	23	20.10
10108	NVQ Award in Reading Welsh	1	501/1921/7	31/12/15	3	23	20.10
10109	NVQ Award in Writing Welsh	1	501/1920/5	31/12/15	3	23	20.10
10110	NVQ Certificate in Welsh	2	501/2199/6	31/12/15	18	98	60.30
10111	NVQ Award in Speaking Welsh	2	501/1913/8	31/12/15	5	25	20.10
10112	NVQ Award in Understanding Spoken Welsh	2	501/1915/1	31/12/15	5	25	20.10
10113	NVQ Award in Reading Welsh	2	501/1916/3	31/12/15	5	25	20.10
10114	NVQ Award in Writing Welsh	2	501/2058/X	31/12/15	5	25	20.10
10115	NVQ Certificate in Welsh	3	501/2053/0	31/12/15	29	139	72.40
10116	NVQ Award in Speaking Welsh	3	501/1922/9	31/12/15	8	38	20.10
10117	NVQ Award in Understanding Spoken Welsh	3	501/2347/6	31/12/15	8	38	20.10
10118	NVQ Award in Reading Welsh	3	501/1924/2	31/12/15	8	38	20.10
10119	NVQ Award in Writing Welsh	3	501/1923/0	31/12/15	8	38	20.10
10120	NVQ Diploma in Welsh	4	501/2052/9	31/12/15	38	113	76.40
10121	NVQ Award in Speaking Welsh	4	501/1914/X	31/12/15	10	25	20.10
10122	NVQ Award in Understanding Spoken Welsh	4	501/1912/6	31/12/15	10	25	20.10
10123	NVQ Award in Reading Welsh	4	501/1910/2	31/12/15	10	25	20.10
10124	NVQ Award in Writing Welsh	4	501/1911/4	31/12/15	10	25	20.10



Management

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
09878	Certificate in Team Leading	2	600/2420/3	31/08/15	13	120	20.10	48.30
03366	NVQ Certificate in Team Leading	2	501/0501/2	31/08/15	17	80-100	20.10	80.40
09879	Certificate in Management	3	600/2450/1	31/08/15	13	124-130	20.10	56.30
03367	NVQ Certificate in Management	3	501/0499/8	31/08/15	25	120-165	20.10	101.40
10336	Diploma in Management and Leadership	5	600/8227/6	31/08/15	40	240	20.10	77.40
10363	NVQ Diploma in Management	5	601/2515/9	31/08/14*	53	225-315	20.10	131.90
03369	NVQ Diploma in Management	7	501/0500/0	28/02/15*	45	165-195	20.10	118.20

*Review dates shown in red are final entry dates

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
10354	Diploma in Accounting and Business	4	600/6059/1	31/07/17	38	328		41.20
10355	Diploma in Audit Practice	4	600/6041/4	31/08/15	56	449	20.10	128.90
10352	Diploma in Business Accounting	4	601/0616/5	31/08/18	50	325		41.20
10353	Diploma in Business Accounting Practice	4	601/0617/7	31/08/15	56	460	20.10	128.90
10356	Diploma in Tax	4	600/6058/X	31/07/17	37	329		41.20
10357	Diploma in Tax Practice	4	600/5959/X	31/08/15	60	490	20.10	128.90
10331	Certificate in Management Consulting	4	600/6039/6	31/08/15	30	192	72.10	
10358	Diploma in Management Consulting Practice	4	600/6040/2	31/08/15	81	520	20.10	128.90
10338	Diploma in Professional Services (Audit and Accountancy Practice)	7	600/8360/8	28/02/18	96	839	20.10	153.00
10339	Diploma in Professional Services (Tax Practice)	7	600/8359/1	28/02/18	121	1067	20.10	153.00

2013/14



Employability and Life Skills

Cambridge Progression (Progression towards proficiency) Suite

QCF

English

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Fee per award (£)
	OCR Entry Level Cambridge Certificate in English (Entry 1)		600/7779/7	31/05/17	13	130	
05435	Cambridge Award in English: Construct simple sentences	Entry 1	600/7453/X	31/05/17	4	40	5.65
05425	Cambridge Award in English: Read simple texts	Entry 1	600/7451/6	31/05/17	1	10	5.65
05443	Cambridge Award in English: Speaking skills	Entry 1	600/7454/1	31/05/17	2	20	5.65
05430	Cambridge Award in English: Understand words	Entry 1	600/7452/8	31/05/17	4	40	5.65
05721	Cambridge Award in English: Listening and responding skills	Entry 1	600/7455/3	31/05/17	2	20	5.65
	OCR Entry Level Cambridge Certificate in English (Entry 2)		600/7780/3	31/05/17	13	130	
05436	Cambridge Award in English: Construct straightforward compound sentences	Entry 2	600/7458/9	31/05/17	4	40	5.65
05722	Cambridge Award in English: Listening and responding skills	Entry 2	600/7460/7	31/05/17	2	20	5.65
05426	Cambridge Award in English: Read straightforward texts	Entry 2	600/7456/5	31/05/17	1	10	5.65
05444	Cambridge Award in English: Speaking skills	Entry 2	600/7459/0	31/05/17	2	20	5.65
05431	Cambridge Award in English: Understand sentences	Entry 2	600/7457/7	31/05/17	4	40	5.65
	OCR Entry Level Cambridge Certificate in English (Entry 3)		600/7781/5	31/05/17	13	130	
05437	Cambridge Award in English: Construct compound sentences	Entry 3	600/7463/2	31/05/17	2	20	5.65
05448	Cambridge Award in English: Discussion skills	Entry 3	600/7466/8	31/05/17	2	20	5.65
05723	Cambridge Award in English: Listening and responding skills	Entry 3	600/7467/X	31/05/17	2	20	5.65
05440	Cambridge Award in English: Plan and sequence texts	Entry 3	600/7464/4	31/05/17	2	20	5.65
05427	Cambridge Award in English: Read straightforward texts	Entry 3	600/7461/9	31/05/17	2	20	5.65
05445	Cambridge Award in English: Speaking skills	Entry 3	600/7465/6	31/05/17	2	20	5.65
05432	Cambridge Award in English: Understand sentences	Entry 3	600/7462/0	31/05/17	3	30	5.65
	OCR Level 1 Cambridge Certificate in English		600/7782/7	31/05/17	13	130	
05438	Cambridge Award in English: Construct compound sentences	Level 1	600/7470/X	31/05/17	2	20	5.65
05449	Cambridge Award in English: Discussion skills	Level 1	600/7473/5	31/05/17	3	30	5.65
05433	Cambridge Award in English: Interpret meaning in sentences	Level 1	600/7469/3	31/05/17	2	20	5.65
05724	Cambridge Award in English: Listening and responding skills	Level 1	600/7474/7	31/05/17	2	20	5.65
05441	Cambridge Award in English: Plan and sequence texts	Level 1	600/7471/1	31/05/17	3	30	5.65
05428	Cambridge Award in English: Read a variety of straightforward texts	Level 1	600/7468/1	31/05/17	4	40	5.65
05446	Cambridge Award in English: Speaking skills	Level 1	600/7472/3	31/05/17	2	20	5.65
	OCR Level 2 Cambridge Certificate in English		600/7783/9	31/05/17	13	130	
05439	Cambridge Award in English: Construct complex sentences	Level 2	600/7477/2	31/05/17	3	30	5.65
05450	Cambridge Award in English: Discussion skills	Level 2	600/7480/2	31/05/17	3	30	5.65
05434	Cambridge Award in English: Interpret meaning in sentences	Level 2	600/7476/0	31/05/17	2	20	5.65
05725	Cambridge Award in English: Listening and responding skills	Level 2	600/7481/4	31/05/17	2	20	5.65
05442	Cambridge Award in English: Plan and adapt texts	Level 2	600/7478/4	31/05/17	2	20	5.65
05429	Cambridge Award in English: Read complex texts	Level 2	600/7475/9	31/05/17	4	40	5.65
05447	Cambridge Award in English: Speaking skills	Level 2	600/7479/6	31/05/17	1	10	5.65



Mathematics

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Fee per award (£)
	OCR Entry Level Cambridge Certificate in Mathematics (Entry 1)		600/7729/3	31/05/17	13	130	
05741	Cambridge Award in Mathematics: Handling data	Entry 1	600/7583/1	31/05/17	2	20	5.65
05738	Cambridge Award in Mathematics: Money and time	Entry 1	600/7560/0	31/05/17	1	10	5.65
05736	Cambridge Award in Mathematics: Number	Entry 1	600/7674/4	31/05/17	2	20	5.65
05739	Cambridge Award in Mathematics: Shape and positional vocabulary	Entry 1	600/7722/0	31/05/17	2	20	5.65
05737	Cambridge Award in Mathematics: Calculations with whole numbers	Entry 1	600/7582/X	31/05/17	2	20	5.65
05740	Cambridge Award in Mathematics: Measuring systems	Entry 1	600/7573/9	31/05/17	2	20	5.65
	OCR Entry Level Cambridge Certificate in Mathematics (Entry 2)		600/7728/1	31/05/17	13	130	
05742	Cambridge Award in Mathematics: Calculations with whole numbers	Entry 2	600/7561/2	31/05/17	3	30	5.65
05745	Cambridge Award in Mathematics: Fractions and measurement	Entry 2	600/7569/7	31/05/17	3	30	5.65
05746	Cambridge Award in Mathematics: Handling data	Entry 2	600/7570/3	31/05/17	3	30	5.65
05743	Cambridge Award in Mathematics: Money, time and date	Entry 2	600/7572/7	31/05/17	2	20	5.65
05744	Cambridge Award in Mathematics: Shape and positional vocabulary	Entry 2	600/7571/5	31/05/17	2	20	5.65
	OCR Entry Level Cambridge Certificate in Mathematics (Entry 3)		600/7727/X	31/05/17	13	130	
05749	Cambridge Award in Mathematics: Calculations with whole numbers	Entry 3	600/7574/0	31/05/17	3	30	5.65
05748	Cambridge Award in Mathematics: Decimals in money and length	Entry 3	600/7563/6	31/05/17	2	20	5.65
05747	Cambridge Award in Mathematics: Fractions	Entry 3	600/7575/2	31/05/17	1	10	5.65
05751	Cambridge Award in Mathematics: Handling data	Entry 3	600/7675/6	31/05/17	2	20	5.65
05750	Cambridge Award in Mathematics: Measurement and time	Entry 3	600/7564/8	31/05/17	2	20	5.65
05752	Cambridge Award in Mathematics: Shape and compass directions	Entry 3	600/7562/4	31/05/17	2	20	5.65
	OCR Level 1 Cambridge Certificate in Mathematics		600/7777/3	31/05/17	13	130	
05756	Cambridge Award in Mathematics: Calculations, ratio and direct proportion	Level 1	600/7565/X	31/05/17	5	50	5.65
05754	Cambridge Award in Mathematics: Fractions, decimals and percentages	Level 1	600/7566/1	31/05/17	3	30	5.65
05757	Cambridge Award in Mathematics: Handling data and probability	Level 1	600/7567/3	31/05/17	3	30	5.65
05755	Cambridge Award in Mathematics: Measurement and time	Level 1	600/7577/6	31/05/17	2	20	5.65
05758	Cambridge Award in Mathematics: Money	Level 1	600/7576/4	31/05/17	1	10	5.65
05753	Cambridge Award in Mathematics: Shape and space	Level 1	600/7568/5	31/05/17	3	30	5.65
	OCR Level 2 Cambridge Certificate in Mathematics		600/7778/5	31/05/17	13	130	
05761	Cambridge Award in Mathematics: Calculations, ratio and direct proportion	Level 2	600/7578/8	31/05/17	3	30	5.65
05760	Cambridge Award in Mathematics: Fractions and decimals	Level 2	600/7579/X	31/05/17	3	30	5.65
05759	Cambridge Award in Mathematics: Handling data and probability	Level 2	600/7580/6	31/05/17	3	30	5.65
05762	Cambridge Award in Mathematics: Shape, space and measure	Level 2	600/7581/8	31/05/17	4	40	5.65



Functional Skills

NQF

Code	Scheme title	Level	QN	Review date	GLH	Unit fee (£)	Full qual fee (£)
09495	Functional Skills in English*	Entry 1	500/9085/9	31/08/18	45	3.20	
09873	Functional Skills in Information and Communication Technology	Entry 1	500/8503/7	31/08/18	45		9.60
09862	Functional Skills in Mathematics	Entry 1	500/8496/3	31/08/18	45		9.60
09496	Functional Skills in English*	Entry 2	500/9086/0	31/08/18	45	3.20	
09874	Functional Skills in Information and Communication Technology	Entry 2	500/8502/5	31/08/18	45		9.60
09863	Functional Skills in Mathematics	Entry 2	500/8497/5	31/08/18	45		9.60
09497	Functional Skills in English*	Entry 3	500/9197/9	31/08/18	45	3.20	
09875	Functional Skills in Information and Communication Technology	Entry 3	500/8473/2	31/08/18	45		9.60
09864	Functional Skills in Mathematics	Entry 3	500/8498/7	31/08/18	45		9.60
09498	Functional Skills in English*	1	500/9111/6	31/08/18	45	4.20	
09876	Functional Skills in Information and Communication Technology	1	500/8505/0	31/08/18	45		12.60
09865	Functional Skills in Mathematics	1	500/8910/9	31/08/18	45		12.60
09499	Functional Skills in English*	2	500/8963/8	31/08/18	45	4.20	
09877	Functional Skills in Information and Communication Technology	2	500/8509/8	31/08/18	45		12.60
09866	Functional Skills in Mathematics	2	500/8908/0	31/08/18	45		12.60

*Entries for Functional Skills in English can only be made by the constituent components of the qualification: *Reading*

Writing

Speaking, Listening & Communication



Code	Scheme title	Level	QN	Review date	GLH	Full qual fee (£)
04091	Essential Skills Wales in Application of Number	Entry 1	600/1126/9	31/08/15	60	9.80
04094	Essential Skills Wales in Communication	Entry 1	600/1129/4	31/08/15	60	9.80
04448	Essential Skills Wales in Information and Communication Technology	Entry 1	600/1132/4	31/08/15	60	9.80
04092	Essential Skills Wales in Application of Number	Entry 2	600/1127/0	31/08/15	60	9.80
04095	Essential Skills Wales in Communication	Entry 2	600/1130/0	31/08/15	60	9.80
04449	Essential Skills Wales in Information and Communication Technology	Entry 2	600/1153/1	31/08/15	60	9.80
04093	Essential Skills Wales in Application of Number	Entry 3	600/1128/2	31/08/15	60	9.80
04096	Essential Skills Wales in Communication	Entry 3	600/1131/2	31/08/15	60	9.80
04450	Essential Skills Wales in Information and Communication Technology	Entry 3	600/1133/6	31/08/15	60	9.80
04490	Access to Essential Skills Wales	1 to 3				21.90
04491	Essential Skills Wales in Application of Number	1 to 3		31/08/15	60	9.80
04492	Essential Skills Wales in Communication	1 to 3		31/08/15	60	9.80
04493	Essential Skills Wales in Information and Communication Technology	1 to 3		31/08/15	60	9.80
04499	Access to Wider Key Skills (Wales)*	1 to 4				FREE

* Entry to 04499 is only permissible where a candidate has already been entered for 04490. This overarching code accesses all three wider Key Skills (Working with Others, Improving own Learning & Performance and Problem Solving) and allows entry for each qualification at any one level (Levels 1-4).

Each individual Essential Skills Wales qualification fee entitles a candidate to enter that individual qualification at any one level (Levels 1-3).

The overarching code (04490) is a one-off payment giving access to all three Essential Skills at levels 1 to 3 only.

This fee entitles a candidate to:

- Take each of the three Essential Skills qualifications
- Enter each qualification at any one level (Levels 1-3)

Wider Key Skills (availability limited to Welsh centres only)

Code	Scheme title	Level	QN	Review date	GLH	Full qual fee (£)
03904	Working with Others	1 to 4		31/08/14		10.00
03905	Improving own Learning and Performance	1 to 4		31/08/14		10.00
03906	Problem Solving	1 to 4		31/08/14		10.00



Life and Living Skills

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
10160	Introductory Award in Life and Living Skills	Entry 1	501/0958/3	31/12/15	2	20	11.00	14.40
10161	Award in Life and Living Skills	Entry 1	501/0974/1	31/12/15	6	60	11.00	25.10
10162	Extended Award in Life and Living Skills	Entry 1	501/1093/7	31/12/15	9	75-90	11.00	35.30
10163	Certificate in Life and Living Skills	Entry 1	501/0976/5	31/12/15	13	115-130	11.00	38.60
10181	Extended Certificate in Life and Living Skills	Entry 1	501/1700/2	31/12/15	25	235-250	11.00	71.70
10164	Diploma in Life and Living Skills	Entry 1	501/1202/8	31/12/15	37	355-370	11.00	88.00
10165	Introductory Award in Life and Living Skills	Entry 2	501/1031/7	31/12/15	2	20	11.00	14.40
10166	Award in Life and Living Skills	Entry 2	501/1030/5	31/12/15	6	60	11.00	25.10
10167	Certificate in Life and Living Skills	Entry 2	501/1145/0	31/12/15	13	115-130	11.00	38.60
10182	Extended Certificate in Life and Living Skills	Entry 2	501/1702/6	31/12/15	25	235-250	11.00	71.70
10168	Diploma in Life and Living Skills	Entry 2	501/1203/X	31/12/15	37	355-370	11.00	88.00
10169	Introductory Award in Life and Living Skills	Entry 3	501/1032/9	31/12/15	2	20	11.00	14.40
10170	Award in Life and Living Skills	Entry 3	501/1143/7	31/12/15	6	45-60	11.00	25.10
10171	Certificate in Life and Living Skills	Entry 3	501/1033/0	31/12/15	13	115-130	11.00	38.60
10183	Extended Certificate in Life and Living Skills	Entry 3	501/1492/X	31/12/15	25	235-250	11.00	71.70
10172	Diploma in Life and Living Skills	Entry 3	501/1204/1	31/12/15	37	355-370	11.00	88.00



Work Related Learning

NQF

Code	Scheme title	Level	Unit fee (£)	Full qual fee (£)
03326	Certificate in Citizenship Studies	Entry 3	9.50	29.00

National Skills Profile

Code	Scheme title	Level	Claim fee (£)
00330	National Skills Profile	Entry	30.30

Accreditation for Life and Living

Code	Scheme title	Level	Unit cert fee (£)
00339	Accreditation for Life and Living	Pre Entry	5.00

Employability Skills

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
10345	Award in Employability Skills	Entry 3	601/0668/2	31/07/18	9	75-90	11.00	21.50
10346	Certificate in Employability Skills	Entry 3	601/0669/4	31/07/18	15	125-150	11.00	27.60
10347	Award in Employability Skills	1	601/0670/0	31/07/18	9	75-90	11.00	21.50
10348	Certificate in Employability Skills	1	601/0671/2	31/07/18	15	125-150	11.00	27.60
10349	Award in Employability Skills	2	601/0672/4	31/07/18	9	75-90	11.00	21.50
10350	Certificate in Employability Skills	2	601/0673/6	31/07/18	15	125-150	11.00	27.60

Personal Life Skills

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
10273	Award in Personal Skills	Entry 3	600/2370/3	31/05/15	9	60-90	11.00	21.50
10274	Certificate in Personal Life Skills	Entry 3	600/2371/5	31/05/15	15	110-150	11.00	27.60
10275	Award in Personal Life Skills	1	600/2372/7	31/05/15	9	60-90	11.00	21.50
10276	Certificate in Personal Life Skills	1	600/2373/9	31/05/15	15	110-150	11.00	27.60
10277	Award in Personal Life Skills	2	600/2374/0	31/05/15	9	60-90	11.00	21.50
10278	Certificate in Personal Life Skills	2	600/2375/2	31/05/15	15	110-150	11.00	27.60

Skills for Life, Living and Employment

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
10311	Certificate in Skills for Life, Living and Employment	Entry 3	600/5267/3	31/08/14*	13	130-160	11.00	24.70
10312	Certificate in Skills for Life, Living and Employment	1	600/5268/5	31/08/14*	13	130-160	11.00	24.70

*Review dates shown in red are final entry dates

Health and Social Care

Children and Young People's Workforce

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
● 04694	Certificate for the Children and Young People's Workforce	2	500/9792/1	31/01/15	35	267-280	20.10	90.50
● 04696	Diploma for the Children and Young People's Workforce	3	500/9186/4	31/01/15	65	442-525	20.10	123.70
05927	Diploma in Health and Social Care (Children and Young People) for Wales and Northern Ireland	3	501/1414/1	31/12/16	58	385-441	20.10	123.70

Additional and Specialist Learning

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
01788	Certificate in Preparing to Work with Children and Young People	3	501/0706/9	30/06/14*	21	140	20.10	54.30
01789	Diploma in Preparing to Work with Children and Young People	3	501/0821/9	30/06/14*	39	260	20.10	95.50

Mental Health

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
05919	Award in Awareness of Dementia	2	501/0319/2	31/12/16	8	72	20.10	32.20
05920	Certificate in Dementia Care	2	501/0320/9	31/12/16	18	131-136	20.10	77.40
05921	Award in Awareness of Dementia	3	501/0318/0	31/12/16	11	86	20.10	44.30
05922	Certificate in Dementia Care	3	501/0321/0	31/12/16	21	143-162	20.10	90.50

Health and Social Care

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
● 04711	Award in Employment Responsibilities and Rights in Health, Social Care and Children and Young People's Settings	2	501/1444/X	31/12/16	3	24		20.10
● 04700	Certificate in Preparing to Work in Adult Social Care	2	501/1673/3	31/12/16	20	179	20.10	54.30
● 05923	Diploma in Health and Social Care (Adults) for England	2	501/1244/2	31/12/16	46	319-396	20.10	93.50
● 05924	Diploma in Health and Social Care (Adults) for Wales and Northern Ireland	2	501/2119/4	31/12/16	46	319-395	20.10	93.50
● 04701	Certificate in Preparing to Work in Adult Social Care	3	501/1674/5	31/12/16	21	190	20.10	81.50
● 05926	Diploma in Health and Social Care (Adults) for England	3	501/1729/4	31/12/16	58	315-447	20.10	123.70
● 05925	Diploma in Health and Social Care (Adults) for Wales and Northern Ireland	3	501/1345/8	31/12/16	58	315-444	20.10	123.70

*Review dates shown in red are final entry dates



Health and Social Care Leadership and Management

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
04316	Diploma in Leadership for Health and Social Care (Adults' Advanced Practice) Wales and Northern Ireland	5	600/0098/3	30/06/14*	80	474-628	20.10	136.70
09626	Diploma in Leadership for Health and Social Care and Young People's Services (England) (Adults' Advanced Practice)	5	600/1250/X	31/12/16	80	435-629	20.10	136.70
09625	Diploma in Leadership for Health and Social Care and Young People's Services (England) (Adults' Management)	5	600/1250/X	31/12/16	80	435-629	20.10	136.70
09624	Diploma in Leadership for Health and Social Care and Young People's Services (England) (Adults' Residential Management)	5	600/1250/X	31/12/16	80	435-629	20.10	136.70
09623	Diploma in Leadership for Health and Social Care and Young People's Services (England) (Children and Young People's Advanced Practice)	5	600/1250/X	31/12/16	80	435-629	20.10	136.70
09622	Diploma in Leadership for Health and Social Care and Young People's Services (England) (Children and Young People's Management)	5	600/1250/X	31/12/16	80	435-629	20.10	136.70
09621	Diploma in Leadership for Health and Social Care and Young People's Services (England) (Children and Young People's Residential Management)	5	600/1250/X	31/12/16	80	435-629	20.10	136.70
04318	Diploma in Leadership for Health and Social Care Services (Adults' Management) Wales and Northern Ireland	5	600/0092/2	30/06/14*	90	572-682	20.10	136.70
04317	Diploma in Leadership for Health and Social Care Services (Adults' Residential Management) Wales and Northern Ireland	5	600/0096/X	30/06/14*	90	578-687	20.10	136.70
04313	Diploma in Leadership for Health and Social Care Services (Children and Young People's Advanced Practice) Wales and Northern Ireland	5	600/0094/6	30/06/14*	80	466-570	20.10	136.70
04315	Diploma in Leadership for Health and Social Care Services (Children and Young People's Management) Wales	5	600/0093/4	30/06/14*	90	563-631	20.10	136.70
04314	Diploma in Leadership for Health and Social Care Services (Children and Young People's Residential Management) Wales	5	600/0100/8	30/06/14*	90	571-628	20.10	136.70



Learning, Development and Support Services

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
04717	Diploma in Learning, Development and Support Services (Connexions)	5	600/1115/4	31/08/14*	65	418-447	20.10	136.70
04719	Diploma in Learning, Development and Support Services (Education Welfare)	5	600/1115/4	31/08/14*	65	418-447	20.10	136.70
04718	Diploma in Learning, Development and Support Services (Learning Mentor)	5	600/1115/4	31/08/14*	65	418-447	20.10	136.70

*Review dates shown in red are final entry dates

Information Technology

CLAiT International

NQF

Code	Scheme title	Level	Unit fee (£)
04636	New CLAiT International Certificate/Diploma* for IT Users	1	15.10
04637	CLAiT Plus International Certificate/Diploma* for IT Users	2	20.40
04638	CLAiT Advanced International Certificate/Diploma* for IT Users	3	27.50

* Certificate = 3 units, Diploma = 5 units

Creative and Digital Media

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
04304	Award for Creative iMedia	1	500/8532/3	31/03/16	9	70	20.10	32.20
04305	Certificate for Creative iMedia	1	500/8533/5	31/03/16	20	155	20.10	70.40
04306	Diploma for Creative iMedia	1	500/8534/7	31/03/16	37	280-290	20.10	120.60
04307	Award for Creative iMedia	2	500/8535/9	31/03/16	9	70	20.10	34.20
04308	Certificate for Creative iMedia	2	500/8529/3	31/03/16	24	180-195	20.10	85.50
01728	Certificate in Preparing to Work in Creative Media	2	500/8425/2	31/12/14	24	180	20.10	84.50
04309	Diploma for Creative iMedia	2	500/8531/1	31/03/16	37	285-300	20.10	126.70
04310	Award for Creative iMedia	3	500/8413/6	31/03/16	10	80-85	20.10	36.20
● 04311	Certificate for Creative iMedia	3	500/8389/2	31/03/16	24	200	20.10	90.50
01729	Certificate in Preparing to Work in Creative Media	3	500/8221/8	31/12/14	28	180	20.10	96.50
04312	Diploma for Creative iMedia	3	500/8414/8	31/03/16	45	365-380	20.10	144.80
● 10323	Diploma in Creative and Digital Media Competence	3	500/8357/0	31/12/14	71	460-560	20.10	222.20



Digital Literacy

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Full qual fee (£)
01779	Award in Digital Literacy	Entry 3	500/6545/2	30/06/15	3	20	11.70

Information Technology

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
01679	Award in Using ICT	Entry 3	500/5694/3	30/06/16	9	45	11.00	27.80

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
03991	Award in IT User Skills (ITQ)	1	500/6684/5	31/08/15	9	60-70	20.10	36.20
03992	Certificate in IT User Skills (ITQ)	1	500/6683/3	31/08/15	13	100-110	20.10	60.30
03993	Diploma in IT User Skills (ITQ)	1	500/6742/4	31/08/15	37	250-275	20.10	120.60
03994	Award in IT User Skills (ITQ)	2	500/6685/7	31/08/15	10	70-80	20.10	48.30
03995	Certificate in IT User Skills (ITQ)	2	500/6743/6	31/08/15	16	120-130	20.10	76.40
13995	Extended Certificate in IT User Skills (ITQ)	2	600/1062/9	31/08/15	25	185-195	20.10	96.50
03996	Diploma in IT User Skills (ITQ)	2	500/6744/8	31/08/15	38	280-285	20.10	132.70
● 13996	Diploma in IT User Skills (ITQ)	2	600/1955/4	30/04/15	38	280-300	20.10	132.70
03997	Award in IT User Skills (ITQ)	3	500/6588/9	31/08/15	12	85-90	20.10	68.40
03998	Certificate in IT User Skills (ITQ)	3	500/6758/8	31/08/15	25	185-200	20.10	105.70
03999	Diploma in IT User Skills (ITQ)	3	500/6757/6	31/08/15	39	300-320	20.10	165.90
● 13999	Diploma in IT User Skills (ITQ)	3	600/1958/X	30/04/15	39	290-310	20.10	165.90



Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
08730	Award in ICT Systems and Principles for Practitioners (PROCOM)	2	501/0858/X	31/03/15	12	70-105	20.10	42.30
● 04818	Award in ICT Systems and Principles for IT Professionals (PROCOM-Technical)	2	600/0785/0	31/03/15	12	70-105	20.10	42.30
04816	Certificate in ICT Systems and Principles for Practitioners (PROCOM)	2	600/1389/8	31/03/15	24	135-193	20.10	50.70
● 08737	Diploma in ICT Professional Competence (PROCOM)	2	501/0735/5	31/03/15	48	250-386	20.10	88.50
08732	Diploma in ICT Systems and Principles for Practitioners (PROCOM)	2	501/0861/X	31/03/15	37	214-295	20.10	88.50
08733	Award in ICT Systems and Principles for Professionals (PROCOM)	3	501/0860/8	31/03/15	12	65-105	20.10	42.30
● 04819	Certificate in ICT Systems and Principles for IT Professionals (PROCOM-Technical)	3	600/1317/5	31/03/15	24	150-190	20.10	72.40
04817	Certificate in ICT Systems and Principles for Professionals (PROCOM)	3	600/0778/3	31/03/15	24	150-190	20.10	72.40
● 10262	Diploma in ICT Professional Competence (PROCOM)	3	501/1124/3	31/03/15	72	369-608	20.10	101.40
08735	Diploma in ICT Systems and Principles for Professionals (PROCOM)	3	501/0863/3	31/03/15	48	285-390	20.10	101.40
08736	Extended Diploma in ICT Systems and Principles for Professionals (PROCOM)	3	501/0864/5	31/03/15	72	434-710	20.10	101.40
● 10351	Diploma in Professional Competence for IT and Telecoms Professionals	4	601/1690/0	31/05/15	80	525-600	20.10	117.00

Retail and Logistics

Certificate of Professional Competence

NQF

Code	Scheme title	Level	Unit fee (£)
05677	Certificate of Professional Competence (Passenger Transport) Multiple Choice	3	37.00
05678	Certificate of Professional Competence (Passenger Transport) Case Study	3	52.80
05679	Certificate of Professional Competence (Passenger Transport) Multiple Choice (e Test)	3	37.00
05680	Certificate of Professional Competence (Road Haulage) Multiple Choice	3	37.00
05689	Certificate of Professional Competence (Road Haulage) Case Study	3	52.80
05690	Certificate of Professional Competence (Road Haulage) Multiple Choice (e Test)	3	37.00
05610	Unit 6 - Managing International Road Haulage Transport Operations	3	39.70
05643	Unit 7 - Managing International Road Passenger Transport Operations	3	39.70



Distribution

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
09884	Award in Employee Rights and Responsibilities in the Logistics Industry	2	600/2570/0	31/08/14*	5	32		20.10
04419	Certificate in Warehousing and Storage	2	501/1277/6	31/08/14*	26	100-145	20.10	76.00
04420	Certificate in Logistics Operations	3	501/1108/5	31/08/14*	21	113	20.10	121.10

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Retail Knowledge

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)
01766	Award in Retail Knowledge (e-test)	2	500/6718/7	31/12/16	9	56-69	12.00
10360	Award in Retail Knowledge (moderated)	2	500/6718/7	31/12/16	9	56-69	12.00
● 01767	Certificate in Retail Knowledge (e-test)	2	500/6736/9	31/12/16	14	93-106	12.00
● 10361	Certificate in Retail Knowledge (moderated)	2	500/6736/9	31/12/16	14	93-106	12.00
01768	Award in Retail Knowledge	3	500/6704/7	31/12/16	5	30-43	14.30
● 01769	Certificate in Retail Knowledge	3	500/6737/0	31/12/16	16	106-117	14.30

Retail Skills

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
10284	Award in Retail Skills	1	600/3884/6	31/12/14	7	19-56	20.10	38.60
10285	Certificate in Retail Skills	1	600/3883/4	31/12/14	19	63-129	20.10	57.90
● 10286	Diploma in Retail Skills	1	600/3882/2	31/12/14	37	130-246	20.10	86.50
● 10287	Award in Retail Skills	2	600/3837/8	31/12/14	9	24-57	20.10	44.10
10288	Certificate in Retail Skills	2	600/3838/X	31/12/14	24	73-161	20.10	62.80
10289	Diploma in Retail Skills	2	600/3839/1	31/12/14	37	115-255	20.10	82.10
10290	Certificate in Retail (Management)	3	600/3840/8	31/12/14	31	142-171	20.10	91.50
● 10291	Certificate Retail (Sales Professional)	3	600/3945/0	31/12/14	31	145-181	20.10	91.50
● 10292	Certificate in Retail (Visual Merchandising)	3	600/3881/0	31/12/14	31	144-153	20.10	91.50
● 10293	Diploma in Retail (Management)	3	600/3841/X	31/12/14	43	199-241	20.10	109.00
10294	Diploma in Retail (Sales Professional)	3	600/3843/3	31/12/14	43	181-238	20.10	109.00
10295	Diploma in Retail (Visual Merchandising)	3	600/3842/1	31/12/14	53	251-255	20.10	109.00



Other qualifications

Advice and Guidance

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)	QCF
10184	NVQ Certificate in Advice and Guidance	3	501/2154/6	31/12/15	21	132-144	20.10	100.10	
10185	NVQ Diploma in Advice and Guidance	4	501/1901/1	31/12/15	37	213-269	20.10	129.30	
04512	Diploma in Career Information and Advice	4	600/0805/2	31/12/15	45	280-310	20.10	147.90	
10215	Diploma in Career Guidance and Development	6	600/0806/4	31/12/15	60	410-425	20.10	159.80	
03679	Safeguarding [†]	2/3						10.05	

[†] Allows entry to one of two units found within Teaching Support and Children & Young People's Workforce qualifications.

Learning and Development

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)	QCF
08353	Award in Assessing Competence in the Work Environment	3	500/9944/9	28/02/15	9	54	20.10	38.20	
08354	Award in Assessing Vocationally Related Achievement	3	500/9942/5	28/02/15	9	54	20.10	38.20	
08355	Certificate in Assessing Vocational Achievement	3	500/9941/3	28/02/15	15	84	20.10	57.30	
08359	Award in the External Quality Assurance of Assessment Processes and Practice	4	500/9945/0	28/02/15	12	75	20.10	38.20	
08357	Award in the Internal Quality Assurance of Assessment Processes and Practice	4	500/9943/7	28/02/15	12	90	20.10	38.20	
08360	Certificate in Leading the External Quality Assurance of Assessment Processes and Practice	4	501/0455/X	28/02/15	17	100	20.10	57.30	
08361	Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice	4	501/0454/8	28/02/15	17	115	20.10	57.30	
10229	Award in Facilitating Learning and Development	3	600/2663/7	31/12/15	12	50-75	20.10	38.20	
10230	Certificate in Learning and Development	3	600/2664/9	31/12/15	30	120-178	20.10	96.50	
10231	Award in Learning and Development	4	600/2665/0	31/12/15	12	50-85	20.10	57.30	
10232	Diploma in Learning and Development	4	600/2545/1	31/12/15	45	190-204	20.10	126.70	

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Policing

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
03358	Certificate in Policing (Police Community Support Officers)	3	500/9315/0	31/12/14	18	77	20.10	49.50
10333	Certificate in Knowledge of Policing	3	600/7054/7	30/11/16	23	79	20.10	90.50
03458	Diploma in Policing (top up from PCSO Certificate)	3						74.40
03463	Diploma in Policing	3	500/8021/0	31/12/14	38	190	20.10	104.60
04689	Certificate in Police First Line Management	4	501/0463/9	28/02/15	25	124	20.10	72.40
04690	Certificate in Police Management	5	501/0625/9	28/02/15	29	150-155	20.10	82.10

Product Design and Development

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
10258	Award in New Product Design and Development	2	600/3845/7	30/11/16	10	82	20.10	57.30
10259	Certificate in New Product Design and Development	2	600/3712/X	30/11/16	29	242	20.10	84.50
10260	Diploma in New Product Design and Development	2	600/3737/4	30/11/16	56	472	20.10	104.60

Sport and Recreation

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
03977	NVQ Award in Sport and Active Leisure	1	500/9793/3	31/12/14*	10	78	20.10	65.40



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Teaching and Support

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
10318	Award in Preparing to Teach in the Lifelong Learning Sector	3	600/6236/8	31/12/15	12	48-61	20.10	44.30
10319	Certificate in Teaching in the Lifelong Learning	3	600/6237/X	31/12/15	36	153-245	20.10	141.60
10320	Award in Preparing to Teach in the Lifelong Learning Sector	4	600/6464/X	31/12/15	12	48-66	20.10	44.30
10321	Certificate in Teaching in the Lifelong Learning Sector	4	600/6241/1	31/12/15	36	153-250	20.10	150.40
10322	Diploma in Teaching in the Lifelong Learning Sector	5	600/6248/4	31/12/15	120	360-526	20.10	256.90
10218	Diploma in Teaching Learners with Dyslexia/Specific Learning Difficulties	5	600/3017/3	31/12/15	42	95	43.90	158.10
10219	Diploma in Teaching and Assessing Learners with Dyslexia/Specific Learning Difficulties	7	600/3018/5	31/12/15	60	140	43.90	197.60

Teaching Support

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
04464	Award in Support Work in Schools	2	501/0043/9	31/12/14	12	80-85	20.10	70.40
● 04465	Certificate in Supporting Teaching and Learning in Schools	2	501/0432/9	31/12/14	30	180-192	20.10	84.50
04466	Certificate in Supporting the Wider Curriculum in Schools	2	501/0041/5	31/12/14	20	125-137	20.10	64.40
04467	Award in Supporting Teaching and Learning in Schools	3	501/0044/0	31/12/14	12	80	20.10	76.40
04469	Certificate in Cover Supervision of Pupils in Schools	3	501/0240/0	31/12/14	30	185	20.10	99.50
04468	Certificate in Supporting Teaching and Learning in Schools	3	501/0042/7	31/12/14	32	180	20.10	99.50
● 04470	Diploma in Specialist Support for Teaching and Learning in Schools	3	501/0857/8	31/12/14	40	232-286	20.10	135.70

Young Enterprise

QCF

Code	Scheme title	Level	QN	Review date	Min Credits	GLH	Unit fee (£)	Full qual fee (£)
03981	Award for Young Enterprise	Entry 3	500/9423/3	31/08/14*	8	40	8.70	27.00

*Review dates shown in red are final entry dates

For certification only

Learning and Development

NQF

Code	Scheme title	Level	Unit cert fee (£)
03413	NVQ in Direct Training and Support	3	14.60
03345	NVQ in Learning and Development	3	11.80
03412	NVQ in Co-ordination of Learning and Development Provision	4	22.20
03346	NVQ in Learning and Development	4	13.10
03414	NVQ in Management of Learning and Development Provision	4	19.40
03347	NVQ in Learning and Development	5	14.40
03436	Certificate in Coaching Learners in the Workplace	-	14.70
03438	Certificate in Initial Assessment and Support of Learners	-	14.70
03440	Certificate in Mentoring in the Workplace	-	14.70
03441	Certificate in Review and Assessment of Learning	-	14.70



Retail

NQF

Code	Scheme title	Level	Unit cert fee (£)
06525	Certificate in Retail Skills(Management)	3	10.60
06528	Certificate Retail Skills (Sales Professional)	3	10.60
06529	Certificate in Retail Skills (Visual Merchandising)	3	10.60
06515	Diploma in Retail Skills (Management)	3	10.60
06530	Diploma in Retail Skills (Sales Professional)	3	10.60
06534	Diploma in Retail Skills (Visual Merchandising)	3	10.60



Sport and Recreation

NQF

Code	Scheme title	Level	Unit cert fee (£)
05949	NVQ in Leisure Management	3	7.00
05948	NVQ in Sports Development	3	7.00

Post results services

OCR-timetabled vocationally-related examinations, Text Processing examinations and on-demand units of Vocationally-related qualifications.

Enquiries about results

	Fee (£)
Clerical re-check	Free
Post-results review without report (for an individual candidate)	39.30
Post-results review with individual report (for an individual candidate)	85.50
Post-results review with report (for a group of candidates):	
For first five candidates	183.20
Each extra candidate (maximum 15)	39.30
Post-results review of moderation	183.20

Access to scripts (Certificate of Professional Competence and Key Skills levels 3 and 4 only)

	Fee (£)	
Electronic PDF (per script)	9.80	

Replacement certificate fees

Vocational qualifications

Replacement certificates for vocational qualifications can be claimed free of charge within the first six months from the date of certification.

After the first six months the charges are as follows:

	Fee (£)
First replacement certificate	38.00
Each certificate thereafter	16.00

Please note: while we endeavour to find your result, unfortunately we are unable to guarantee success. In such cases we cannot offer a refund as the fee is charged for the search, not the certificate.

Miscellaneous fees

Vocational qualifications

	Fee (£)
Centre approval fee (new centre) for verified schemes	350.00
Centre approval fee (for existing centres) for verified schemes	280.00
Inspection fee*	280.00

* Applied where a post-19 centre that is not a school or college, seeks approval to become an OCR Test Centre, ie one delivering examined qualifications.

Changes

V1.00 This is the first version of the *Fees List*

V1.01 Removal of legacy **NVQ Language Units Certification Fees** pg80

V1.02 Changes to various review dates
Amendment to GCSE English unit fees to facilitate specification changes pg26

V1.03 Removal of qualifications with final entry date of 31/12/13 and any associated Apprenticeship Framework areas
Inclusion of Cambridge Technical Diploma in Health and Social Care – Level 4

V1.04 Replace schemes 04710 and 03668 with schemes 10362 and 10363 respectively
pgs48 & 59
Introducing GCSE English units for NI centres only pg26

V1.05 Removal of scheme 10340 (NVQ Certificate in Plant Operations) pg71
Amendments to various review dates

V1.06 Selected Cambridge Technical review dates extensions
Removal of qualifications with final entry date of 31/04/14

V1.07 Removal of selected legacy certification fees pg77

V1.08 Business Administration, Customer Service and Management qualification review date extensions.
Removal of Irish NVQ language unit qualifications
Notification of NVQ language unit qualification operational end dates (English, Italian, Japanese, Mandarin Chinese and Russian)
Extension of NVQ language unit qualification review dates (French, German, Spanish and Welsh)
Removal of Young Enterprise Level 1 to 3 qualifications

3/14





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