NOTICE TO CENTRES

FAO: Exams Officer and all teachers of OCR Entry Level Certificate (ELC) qualifications (excluding Physical Education, Art and Design and Science)

Date: February 2012

Subject: ELC moderation arrangements

CHANGES TO ELC MODERATION ARRANGEMENTS

From the June 2012 series onwards the moderation arrangements for most ELC qualifications will be changing. Details of these changes are given below.

- **If you are making ELC entries for the first time, or you did not have entries for the qualification in the previous series**, your centre will be subject to the normal moderation process.

- **If your centre’s internally assessed marks were not adjusted through the moderation process in the previous series, you:**
  - Will not be required to submit a moderation sample (unless you are selected as part of a random sample of unadjusted centres – see below)
  - Will receive a label indicating that the sample should be retained in the centre and not submitted for moderation
  - Will not be allocated a moderator or receive a moderator’s report.

- **If your centre’s internally assessed marks were not adjusted in the previous series but you are selected as part of a random sample**, your centre will be subject to the normal moderation process.

Please note that this notice does not apply to OCR ELC Physical Education, Art and Design or Science qualifications.

If you have any queries about this notice, please call our Customer Contact Centre on 01223 553998.