
Level 4 Qualifications for Quality Assurance

City & Guilds Level 4 Award in Understanding Internal Quality Assurance
Course code: Q3099

City & Guilds Level 4 Internal Quality Assurance
Course code: Q3100

City & Guilds Level 4 Certificate in Leading Internal Quality Assurance
Course code: Q3101

What is the course about?

These qualifications are for people working in or looking to work in the quality assurance of assessment. These qualifications are open to people carrying out assessments in most learning environments including, FE, Adult Continuing Learning, Industry, and the Third Sector. They are designed for anyone quality assuring assessments in all occupational sectors, accredited learning and non-accredited learning qualifications.

What are the entry requirements?

You need to be technically competent in the area for which you will be quality assuring and/or have experience of providing training. This knowledge must be at least the same level as the qualification being assessed and you should have recent relevant experience in the specific area you will be assessing.

What subjects will I study?

The qualifications allow learners to enter the world of quality assurance, and consist of three Level 4 qualifications in quality assurance made up from a combination of three units which can be achieved in any order.

The Level 4 Award in Understanding the Internal Quality Assurance of Assessment is a knowledge only Award for those who are starting their journey as an internal quality assurance practitioner or for those who need to know about internal quality assurance but who are not carrying out quality assurance themselves.

You can progress on to the competence based units when your role allows.

The next qualification, the Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice is for practitioners who conduct internal quality assurance of the assessment process from within a centre or organisation, by sample planning, monitoring and advising on the practice of assessors.

The Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practice is for practitioners who lead the internal quality assurance process within a centre/organisation and have a responsibility for managing the quality of the assessment process, practice and the performance of assessors. They may also develop systems and lead on visits from outside agencies such as awarding organisations.

How long does it take?

The pace is dictated by you, the candidate and your candidates.

How will I be assessed?

Assessment of the standalone knowledge only Unit (401) is by assignment. Assessment of the other units is mainly by observation, portfolio and professional.

Who should I contact?

All enquiries relating to this course are to be directed to Kevin Stoutt on 648298 or by email to kevin.stoutt@ucm.ac.im