Centre Guide to QiW

Qualifications in Wales

MARCH 2018

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1. Introduction

QiW is an independent system that is not reliant on The Register. Please note that the Offered in Wales information on The Register is correct up to March 2016. Centres should use QiW to determine which qualifications are available for public funding in Wales.

QiW is not a repository for all regulated qualifications. QiW contains details of all qualifications that are approved or designated for teaching in Wales for learners aged under 19, excluding higher education, resulting in their eligibility for public funding in Wales.

Awarding bodies that are recognised in Wales automatically have all qualifications regulated – other than those where they have surrendered any recognition. You can view the list of recognised awarding bodies that are recognised in Wales **here**.

Qualifications Wales does not recognise individual units. Therefore, QiW will only contain information of full qualifications which are eligible for public funding.

OTHER REGULATED QUALIFICATIONS

All non-degree qualifications awarded by recognised awarding bodies (unless recognition surrendered). Regulated under Standard Conditions of Recognition.

DESIGNATED QUALIFICATIONS

Designated as eligible for use on publicly funded programmes of learning, for learners under the age of 19. Must meet designation matters. Regulated under Standard Conditions of Recognition.

APPROVED QUALIFICATIONS

Reviewed to ensure they meet approval criteria. Likely to be on list of Priority Qualifications. Regulated under Standard Conditions of Recognition and any conditions of approval that apply.

RECOGNISED AWARDING BODIES

Must meet the criteria for recognition. Regulated under Standard Conditions of Recognition.

QiW

Database of approved and designated qualifications for teaching in Wales for learners aged under 19, excluding higher education.

RESTRICTED PRIORITY QUALIFICATIONS

Only a limited number (or one version) will be approved. Reviewed to ensure they meet Approval criteria. Must be on list of Priority Qualifications. Restrictions must be implemented through fair and open competition – either for an awarding body to be commissioned to develop a qualification or to choose between existing specifications.

Approved Qualifications

Qualifications Wales approves qualifications. Approved qualifications have met qualification-specific approval criteria that ensure they meet the needs of learners in Wales.

To ensure that qualifications are fit for purpose and meet the needs of learners and employers in Wales, qualifications are reviewed by experts against the Standard Conditions of Recognition (SCoR) and set Approval Criteria (AC).

Qualifications Wales will only consider a qualification for approval if it is on the **Priority Qualifications List**, or if it meets the **policy** on the approval on non-priority qualifications.

The list of approved qualifications in Wales can be found **here.**

Designated Qualifications

Qualifications Wales may also designate a qualification as eligible for use on publicly-funded programmes of learning for learners under the age of 19.

Designation means that we regulate the awarding body offering the qualification and that we are content that it is appropriate for the qualification to be offered on publicly-funded courses for young people.

The list of designated qualification in Wales can be found **here.**

QW Approval/ designation number

All qualifications in QiW will be allocated a unique identification code known as a Qualifications Wales Approval/Designation number. Centres can use either this number or the Ofqual qualification number (QAN) when making curriculum choices.

Please note that qualifications that are only available in Wales will be allocated a QW approval/ designation number, but will not have an Ofqual qualification number (QAN).

Designated GCSE's and A Levels

In subjects where we have reformed a GCSE or A level specifically for Wales, only that qualification will be eligible for public funding in Wales. In subjects where there is no Wales-specific GCSE or A level available, state-funded learners will be able to choose from the GCSE's and A levels that have been reformed in England – as long as we have 'designated' them as eligible for use on publicly funded learning programmes in Wales.

GCSEs and A levels that have been reformed for England are designed to meet requirements set by Ofqual. They differ in several important ways to the GCSEs and A levels that have been developed specifically for Wales. For example, new GCSEs reformed for England are graded on a scale of 9 to 1, not A* to G; and the new AS and A levels reformed for England are decoupled, so the AS results do not contribute to the overall grade awarded at A level. You can find more information about the key similarities and differences between reformed GCSEs and A levels in Wales, England and Northern Ireland **here.**

We will only designate a GCSE or A level in a subject that has been reformed for England once it has been 'accredited' by Ofqual.

You will also find a full list of the designated GCSE and A level subjects that will be available in Wales **here**.

It is a decision for the awarding bodies offering these qualifications in England whether to apply to have them designated in Wales. To encourage awarding bodies to make the widest possible range of subjects available to learners in Wales, we are not insisting that they make these qualifications available through the medium of Welsh. However, we do require that they publish a statement for each qualification confirming whether it will be available in Welsh and, if so, explaining how to request Welsh-medium assessment.

The awarding bodies offering these qualifications in England have confirmed their intended approach to offering them on publicly funded courses in Wales. You can find more information regarding this on our **website.**

Sector Reviews

Vocational qualifications should reflect the skills that employers need so we are focusing, through our programme of Sector Reviews, on qualifications within particular employment sectors.

Sector reviews form the backbone of our work with vocational qualifications, together with our day-to-day work as a regulator.

In each sector review we aim to:
- Understand the qualification landscape in the sector;
- Hear stakeholders' views on the qualifications and the qualifications system in the sector;
- Consider whether the qualifications, and the qualifications system are technically effective and fit for purpose;
- Learn lessons from the qualifications systems of other nations;
- Decide whether Qualifications Wales should take, or recommend that others take action to improve qualifications or the system.

We recently conducted a sector review in Health and Social Care. Having considered consultation responses, we published our intention to restrict a number of descriptions of qualifications relating to Health and Social Care and Childcare qualifications.

For more information about these restricted qualifications click **here.**

Other upcoming sector reviews include:

– Construction and the Built Environment.
– Information and Communication Technologies.
– Engineering, Advanced Manufacturing and Energy

You can find more information about sector reviews on our **website.**

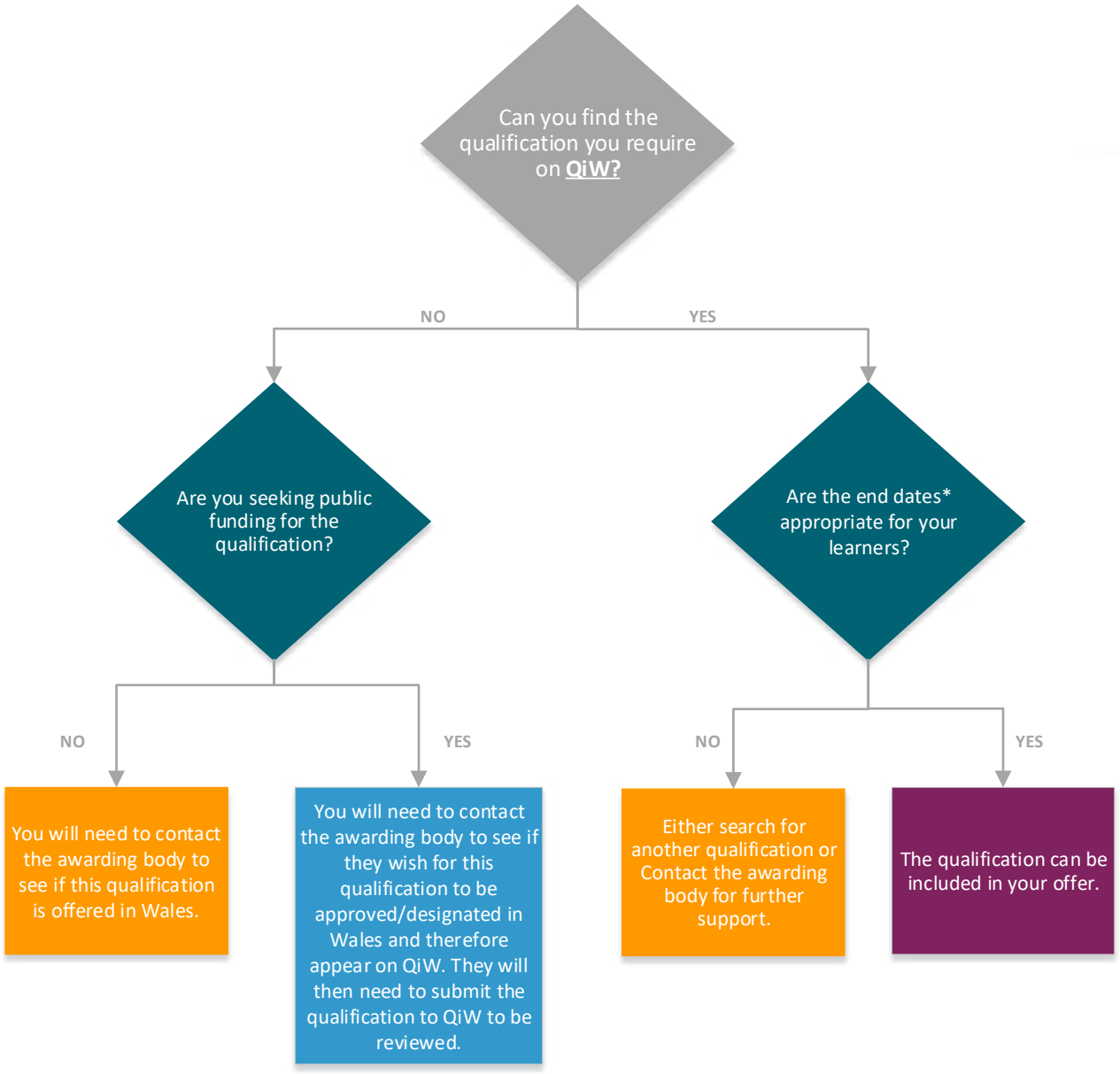
QiW login accounts

Education establishments such as schools and centres do not require a QiW user account, but do have the facility to search, download and print results using the search function within QiW. The only personnel who require a QiW user account are Qualifications Wales staff, Welsh Government and awarding bodies who wish to submit qualifications to QiW. Further information can be found by clicking on the help link in the top right-hand corner on the QiW homepage.

QiW Status Definitions

Public Status	Definition
Available to New Learners	It is decided that the qualification is suitable for designation and is published to QiW. The start date is in the past. It is available for learners and centres are able to obtain funding.
Coming Soon	It is decided that the qualification is suitable for designation and is published to QiW. The start date is in the future. It is available for learners and centres are able to obtain funding.
No Longer Available to New Learners	The Operational End Date has passed, therefore no new learners can start the qualification. Existing learners can continue to be taught up until the certification end date.
No Longer Available	The Certification End Date has passed therefore the qualification has ended and learners can no longer be taught/certificate.

Offering Qualifications on QiW



*__Operational End Date__ - No new learners can register/enter for a qualification after this date. However, existing candidates are allowed to complete the qualification until the Certification End Date. The time between the Operational End Date and the Certification End Date is called the Certification Period.

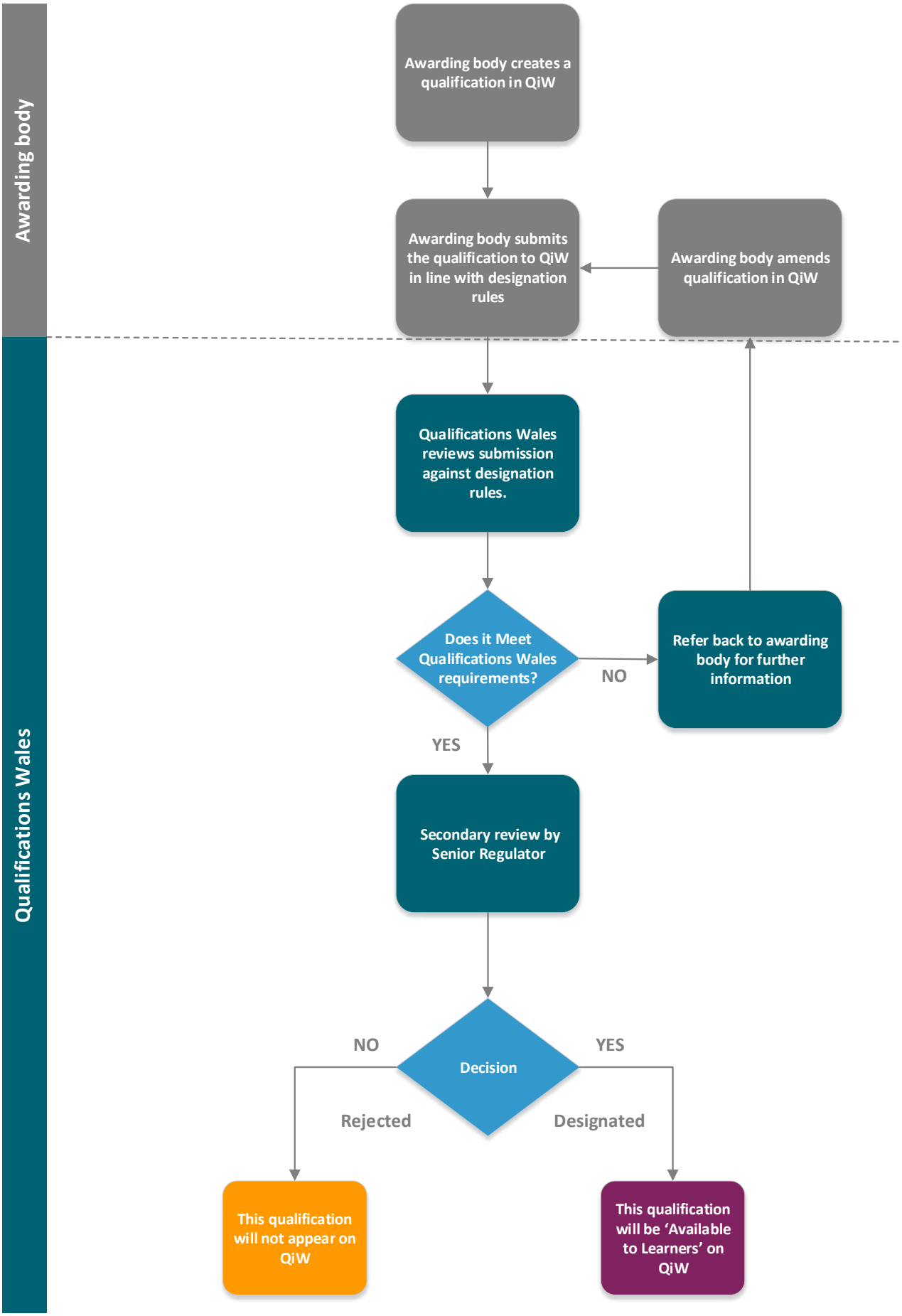
*__Certification End Date__ - A qualification has ended after this date. No learners will be awarded the qualification and no school or college will receive public funding to teach it after this date.

Designation process

As part of the designation process, Qualifications Wales requires awarding bodies to provide us with evidence of demand for the qualification, and evidence of professional support.
Therefore, centres may be approached by awarding bodies to provide evidence of demand for qualifications for either designation requests.

Demand for the qualification from candidates in Wales at the relevant age range(s).
Evidence must: i. Be from a centre and presented either by letter signed by a senior member of staff on headed paper or an email from a company or organisation, and dated within the last academic year i. Includes the full title of the qualification ii. Includes the applicable age range(s) to the centre iii. Includes the potential number of candidates - based either on the previous year figures or centre planning figures iv. Brief explanation as to why the centre is interested in offering this qualification
Additional Guidance: Multiple qualifications can be stated on one letter Letters can be submitted in either Welsh or English Letters are not required for qualifications which appear on an apprenticeship framework.

You can see a summary of the designation process on the next page.


Awarding body
Qualifications Wales
Awarding body creates a qualification in QiW
Awarding body submits the qualification to QiW in line with designation rules
Awarding body amends qualification in QiW
Qualifications Wales reviews submission against designation rules.
Does it Meet Qualifications Wales requirements?
NO
Refer back to awarding body for further information
YES
Secondary review by Senior Regulator
Decision
NO
YES
Rejected
Designated
This qualification will not appear on QiW
This qualification will be 'Available to Learners' on QiW

QiW Field Definitions

FIELD	VALIDATIONS FOR INPUT / CRITERIA
BASIC QUALIFICATION INFORMATION	
Review Type	This is the type of review the awarding body is submitting the qualification for. Approval will be selected if this qualification appears on the Priority Qualifications List. Designation will be selected for all other qualifications
QW Approval/ Designation number	The unique number that each qualification submitted to QiW is allocated.
Is the Qualification offered in England?	This field shows whether the qualifications is available in England.
***Ofqual Qualification Number**	This is a unique reference given to a qualification by Ofqual. If this is not populated, the qualification is only available in Wales. This is also referred to as the QAN number.
Awarding Body	This will show which awarding body has developed this qualification.
English Qualification Title	This is the title of the qualification.
Welsh Qualification Title	This is the title of the qualification in Welsh.
Qualification Level	This shows the level of attainment a qualification represents
Qualification Sub-Level	This will only be populated for Entry Level Qualifications. This is to classify Entry level qualifications onto level 1, 2 or 3
Qualification Type	This is the type of specification the qualification is written to meet e.g. GCSE, A level.
Age Ranges	These are the age ranges for which the qualification is approved or designated, and therefore eligible for funding. More than one age range can be applicable.
Sector Subject Area (SSA)	Sector subject areas are the series of categories based on industry sectors and academic subjects used to classify qualifications e.g. a qualification may come in the category Science and Mathematics or Health, Public Services and Care.
Sub-Sector Subject Area (Sub SSA)	Sub sector areas are the second tier of categories based on industry sectors and academic subjects used to classify qualifications.
Language	This is the assessment languages that are available.

KEY DATES	
Start Date	This is the date from which the approved/designated qualification may be taught in Wales. Schools and colleges in Wales may only receive public funding to teach a qualification if it is approved/ designated.
Operational End Date	No new learners can register/enter for a qualification after this date. However, existing candidates are allowed to complete the qualification until the Certification End Date. The time between the Operational End Date and the Certification End Date is called the Certification Period.
Certification End Date	A qualification has ended after this date. No learners will be awarded the qualification and no school or college will receive public funding to teach it after this date.

KEY DATES	
IVET/CVET	IVET = Introductory Vocational Qualifications suitable for all ages and abilities. CVET = Occupational competence Vocational Qualifications for those over the age of 16.
Assessment Methods	The methods of assessment specified in the qualification specification.
Total Qualification Time (TQT)	Total Qualification Time is the number of notional hours which represents an estimate of the total amount of time that could reasonably be expected to be required in order for a learner to achieve a qualification.
Guided Learning Hours (GLH)	The guided learning hours for a qualification are a notional measure of the substance of a qualification i.e. the amount of time necessary to learn it effectively. It includes: an estimate of the time that might be allocated to direct teaching or instruction (such as time spent in the classroom) other structured learning time, such as directed assignments (for example, projects carried out in leaner's own supported individual study and practice, such as revision lessons in school) assessments on the job. It excludes any private study that the learner chooses to do.
Credit	Credit related to the funding a school or college may receive for teaching the qualification.
Purpose	The qualification purpose conveys information on what a qualification is primarily designed to do rather than what it may be used for e.g. "Prepare for further learning or training and/or develop knowledge and/or skills in a subject area".
Sub-Purpose	The sub-purpose conveys information on what a qualification is designed to do rather than what it may be used for.

KEY DATES	
Grading Scale	This is the scale for how the qualification is to be graded.
Qualification Specification	This is the specification for the qualification supplied by the awarding body.
For inclusion in Apprenticeship Frameworks?	An indictor as to whether the qualification is to be included within Welsh apprenticeship frameworks.
Apprenticeship Framework Number	This is the Welsh apprenticeship framework number(s) that the qualification is available in.

Performance and Curriculum Information

Centres are able to find performance and curriculum information on QiW by following the steps outlined on page X.

To view a list of all qualifications which attract performance measures, please see page X.

Please note that the Welsh Government sets policy on school performance measurement and decides on the allocation of contribution values of qualifications, performance points and the discount codes applied to individual qualifications. QiW hosts this information.

If you have any queries on how qualification contribute towards performance measures, including GCSE/A level equivalency values, performance points or discount code, please contact **IMS@gov.wales**

Funding of qualifications

Any qualifications that are approved or designated by Qualifications Wales will be eligible for funding by a Local Authority or by Welsh Government.

All queries regarding funding of qualifications need to be sent to the funding team in Welsh Government.

You can contact them by emailing **askWBL@gov.wales**.

Apprenticeship Frameworks

Qualifications Wales is actively working with Welsh Government to ensure that all qualifications that appear in apprenticeship frameworks are available on QiW.
All queries regarding Apprenticeship Frameworks need to be sent to the Apprenticeship Unit at Welsh Government.

You can contact them by emailing **DfES-ApprenticeshipUnit@gov.wales**

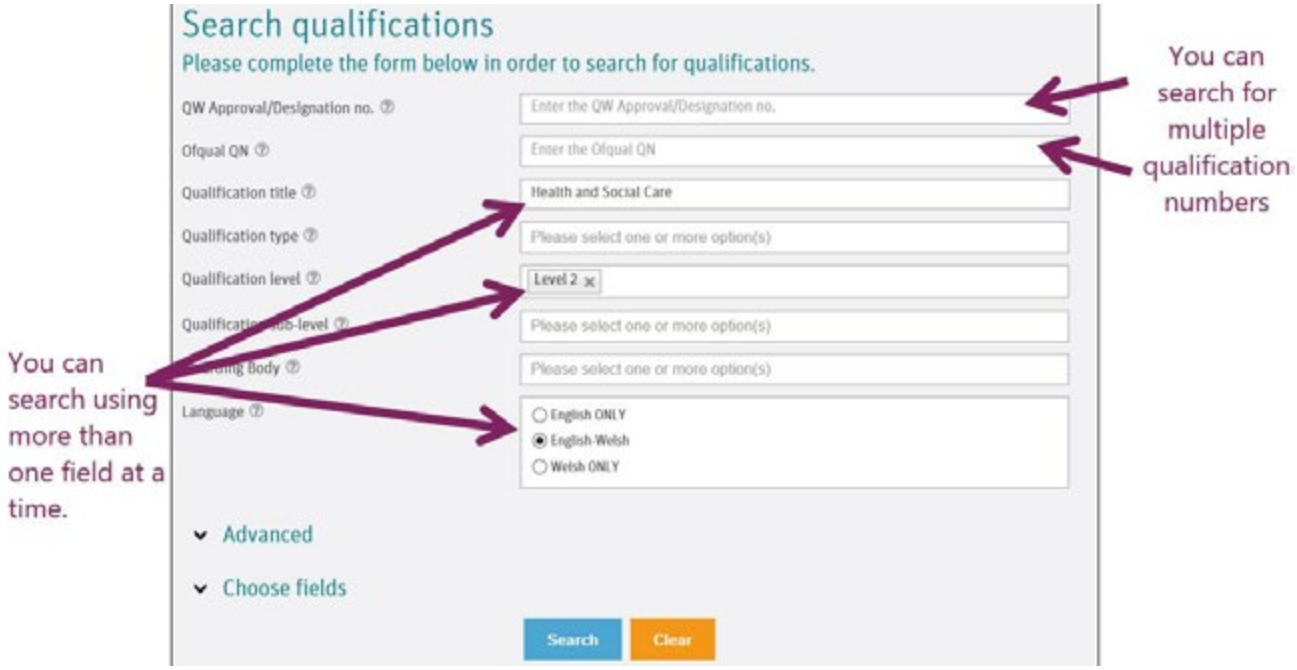
QiW User Guide

Searching for a qualification on QiW

Basic Search Function

1. Click to view the Search screen:

2. The Search tool will then appear like this:

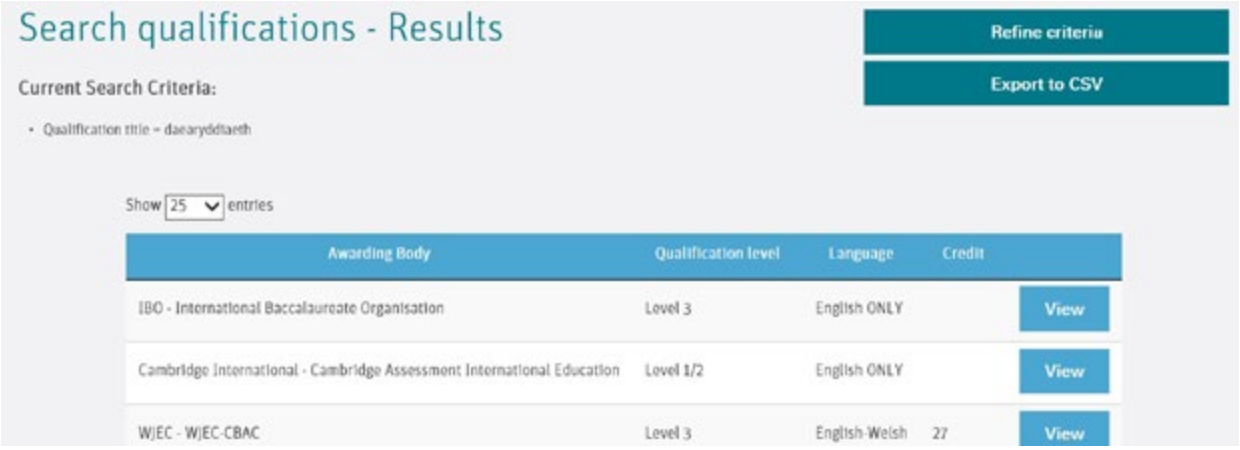


3. You can use the basic search functions in this table by entering the data you require in each field, or by selecting from the available drop-down menus.

4. You are able to enter multiple searches in the all of the above fields except 'Qualification Title' field.

5. Then click 'Search'

6. Your data will then appear on the results screen as below:



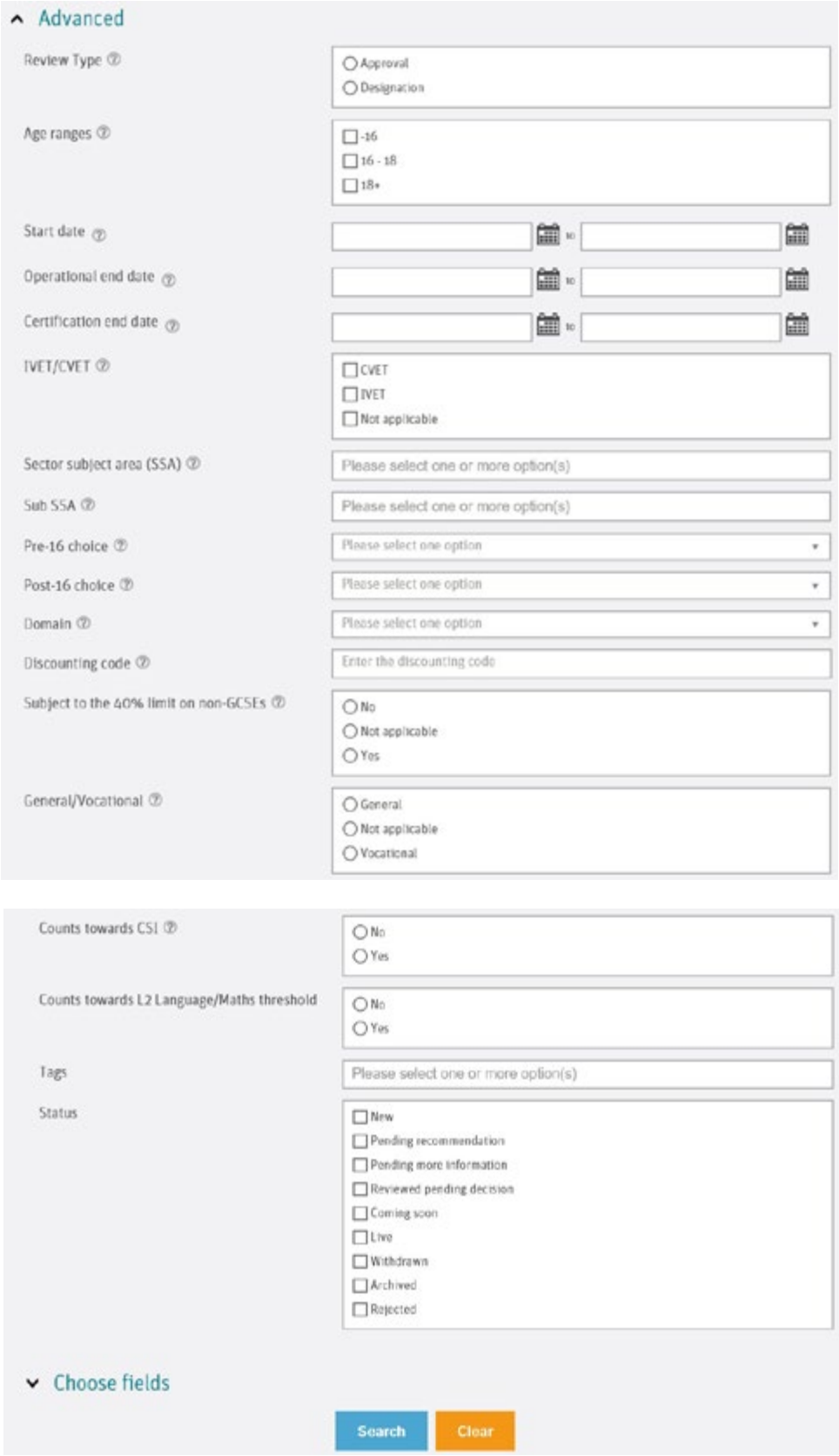
7. You can then compare the qualifications in this screen, or click to view the individual qualification record:

8. You can then view all the details for this qualification.

Advanced search Function

9. To use the advanced search function, click on this arrow to expand the view.

10. The search tool will then appear like this:



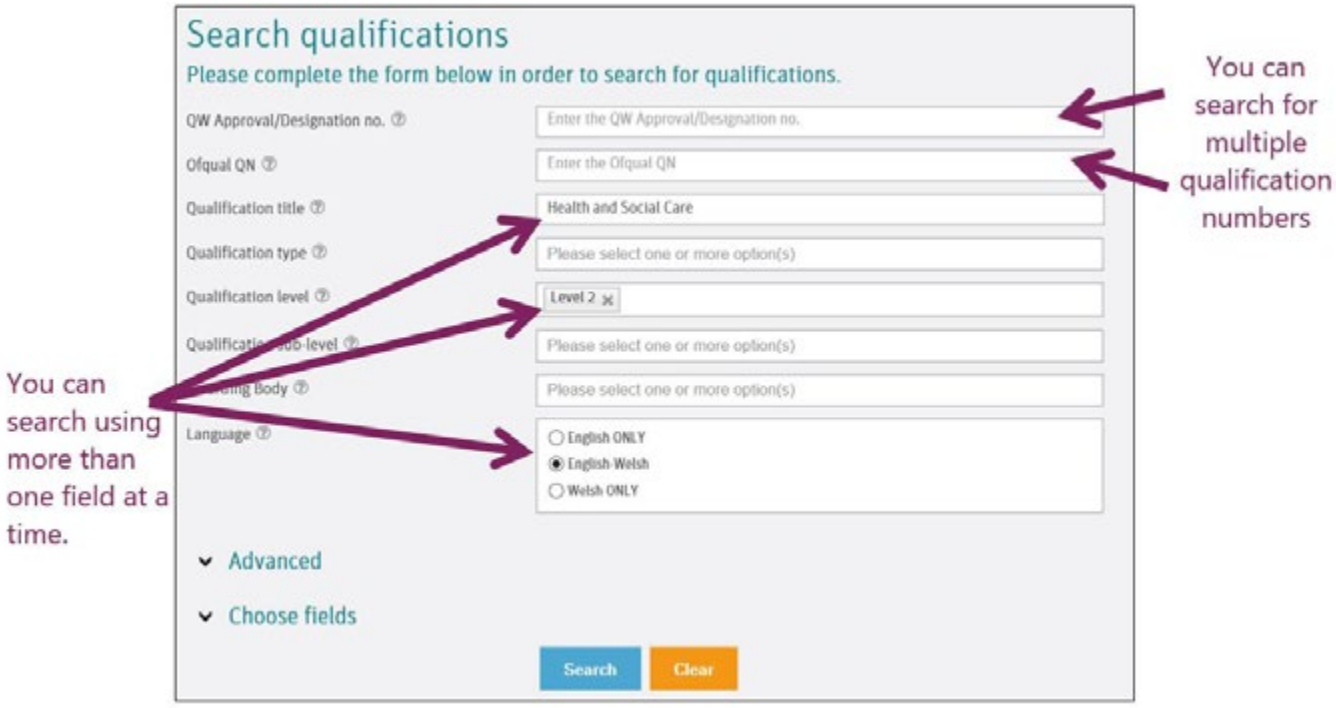
11. You can use this function to search more advanced fields.

12. Your data will then appear on the results screen as before, and you can view the qualification record containing all qualification details.

Creating an ‘at a glance’ view – refining criteria

1. Click to view the Search screen:

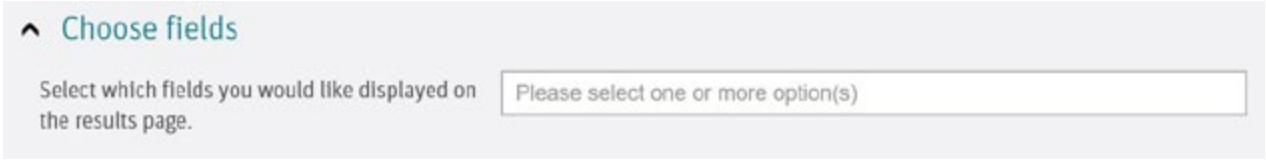
2. The Search tool will then appear like this:



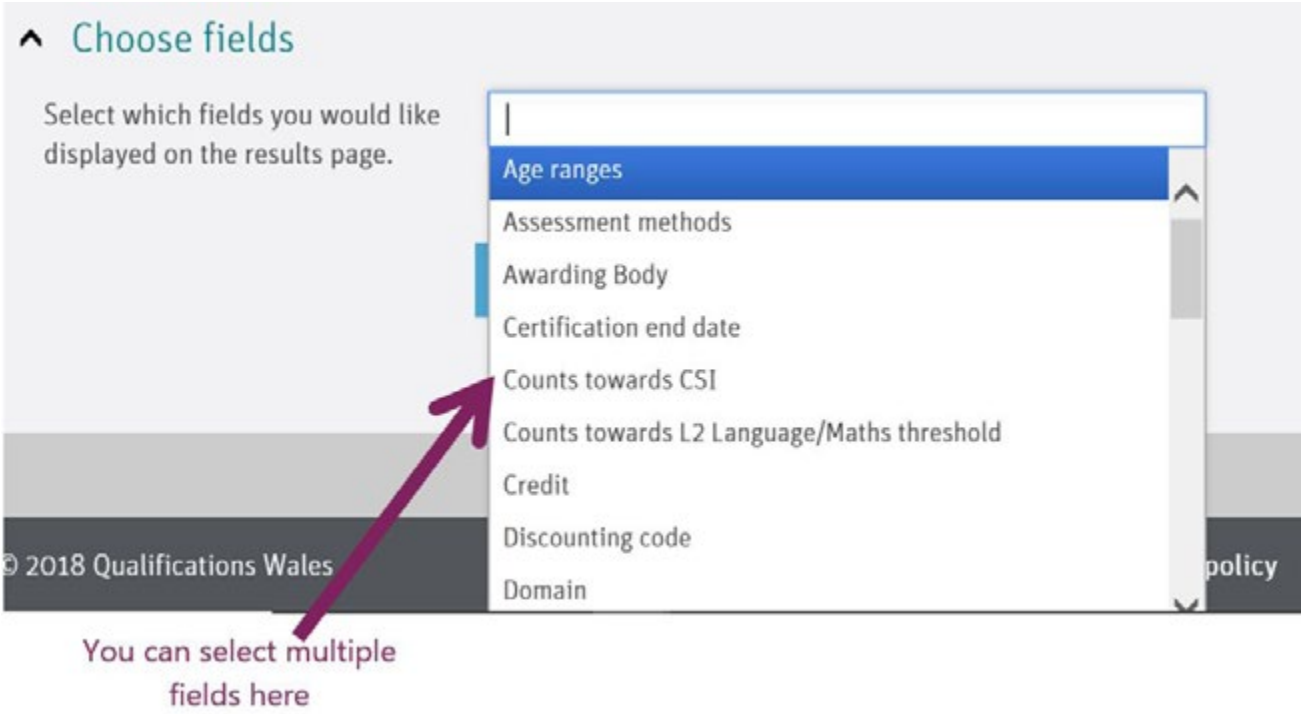
3. You can use the basic search functions in this table by entering the data you require in each field, or by selecting from the available drop-down menus.

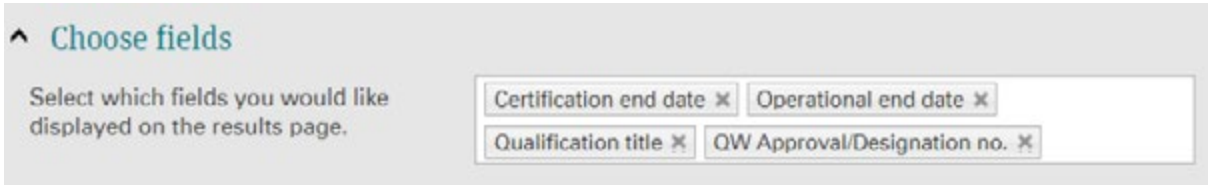
4. Then click on the arrow to expand the ‘Choose fields’ option.

5. Your screen will then appear like this:



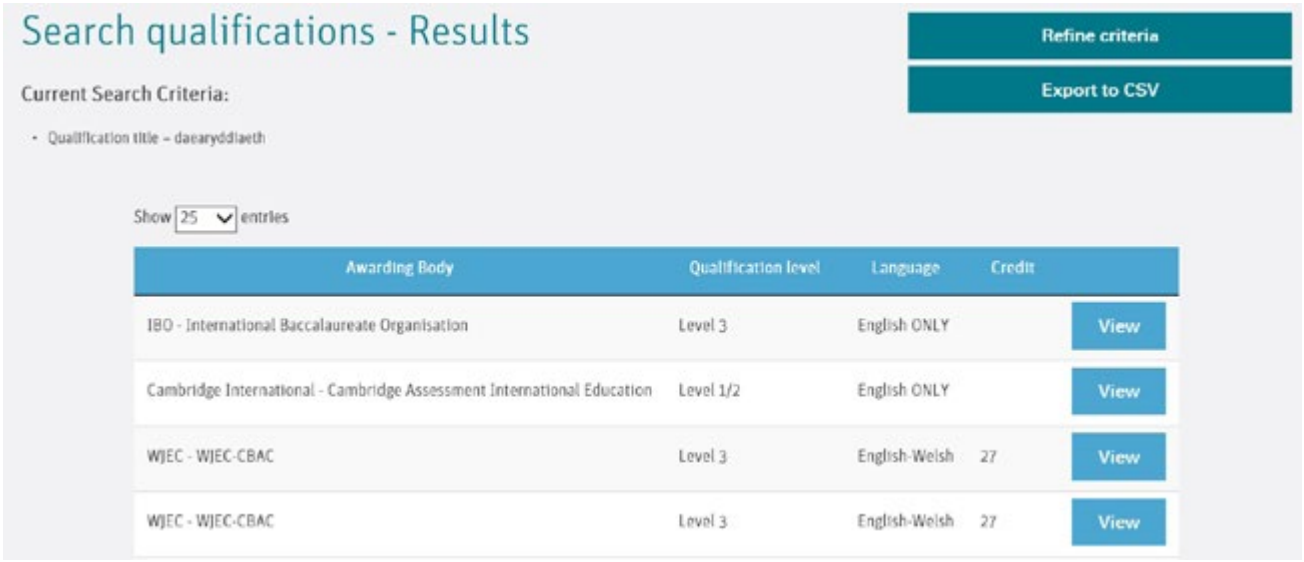
6. Refine your search by either clicking to see the drop-down menu, or by typing in the fields you wish to view:





7. Once you have chosen the fields you wish to view, click 'Search'

8. Your data will then appear on the results screen as below:



9. If you wish to add more fields to your search, click the 'Refine Criteria' button which will take you back to the 'Search' screen.

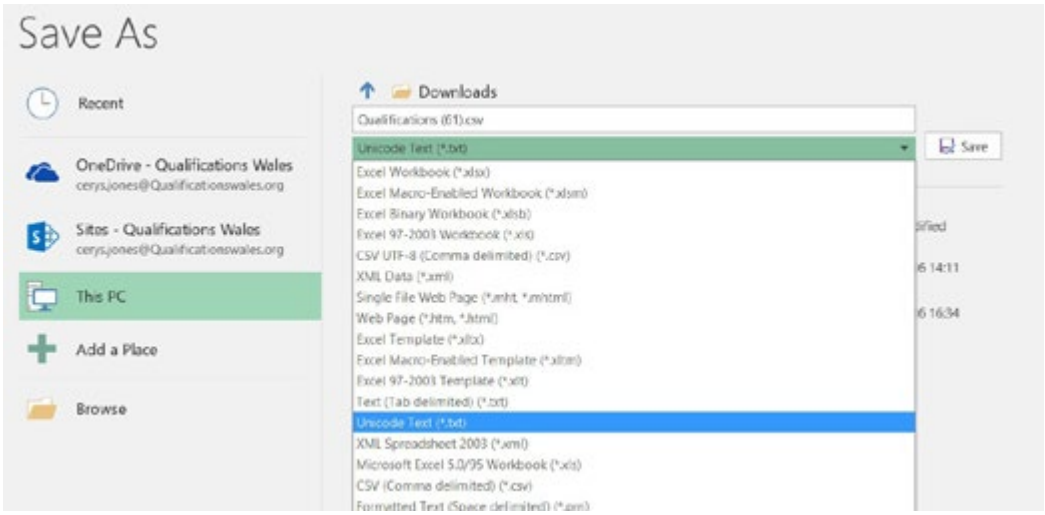
Exporting Data from QiW

Full Export

1. Visit the Home page on QiW

2. Click to Export the data from QiW. There are multiple exports available:

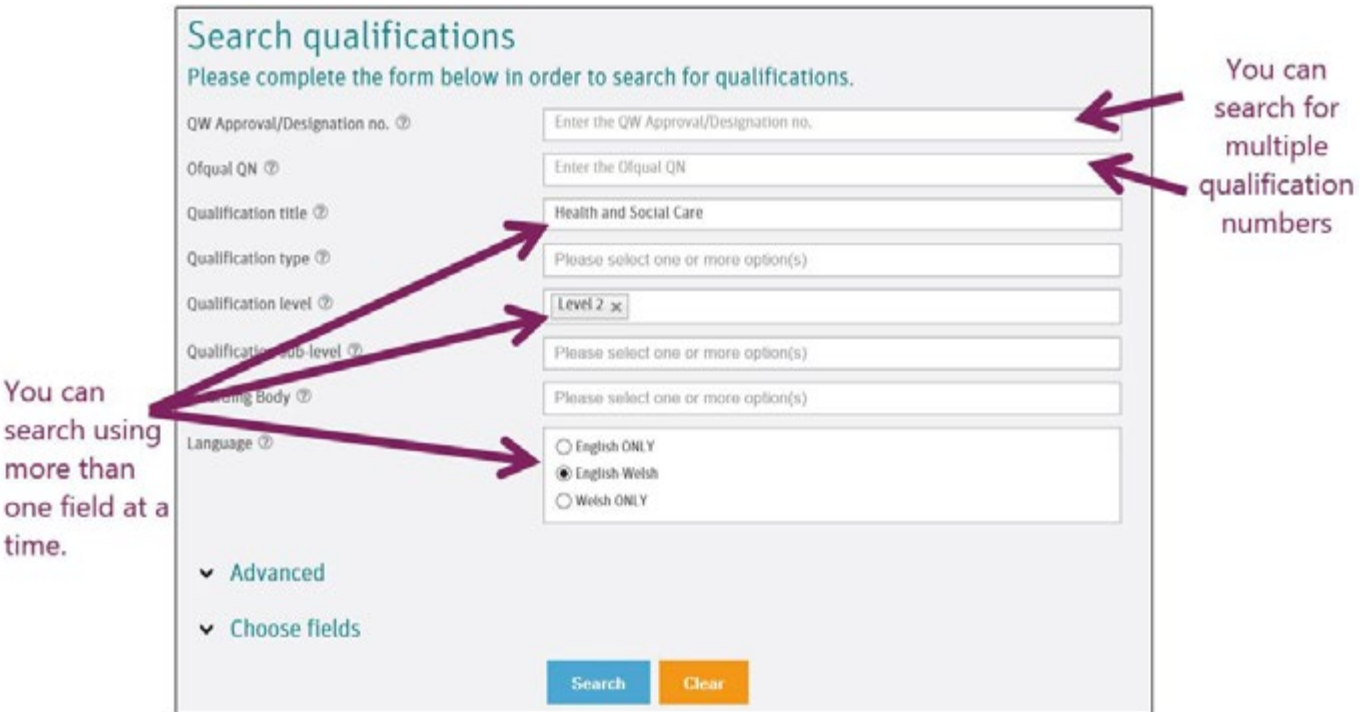
3. If you wish to save your export, ensure to amend the document type 'Excel Workbook'.



4. You can then manipulate the data using as Excel as you require.

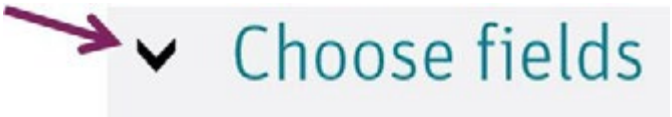
Refined Export

5. Use the Search functions to narrow down your search.

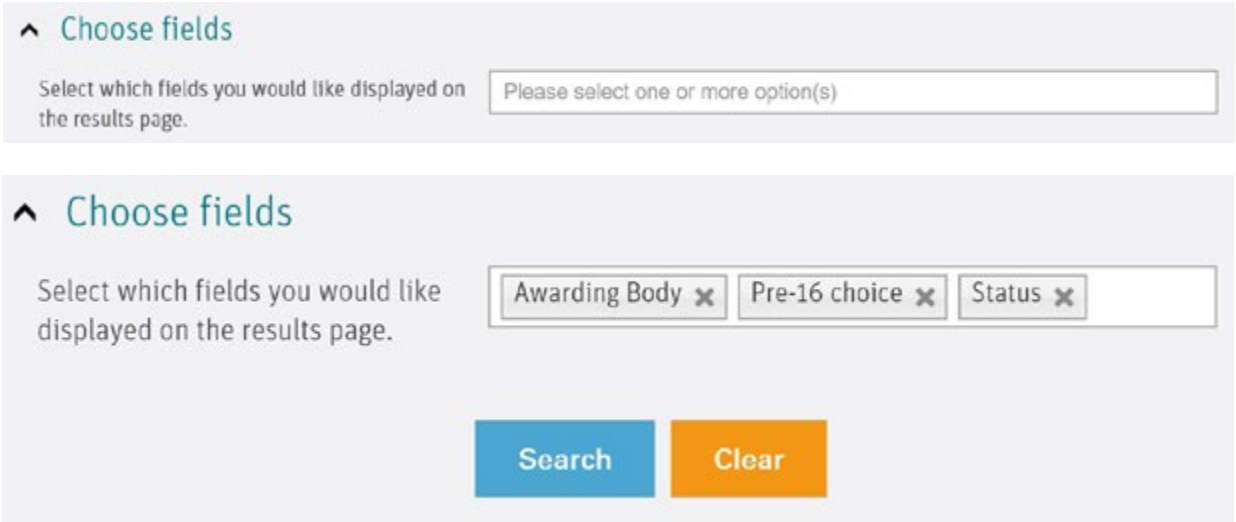


i) You can refine your criteria further by clicking here:

ii) Expand the 'Choose Fields' section

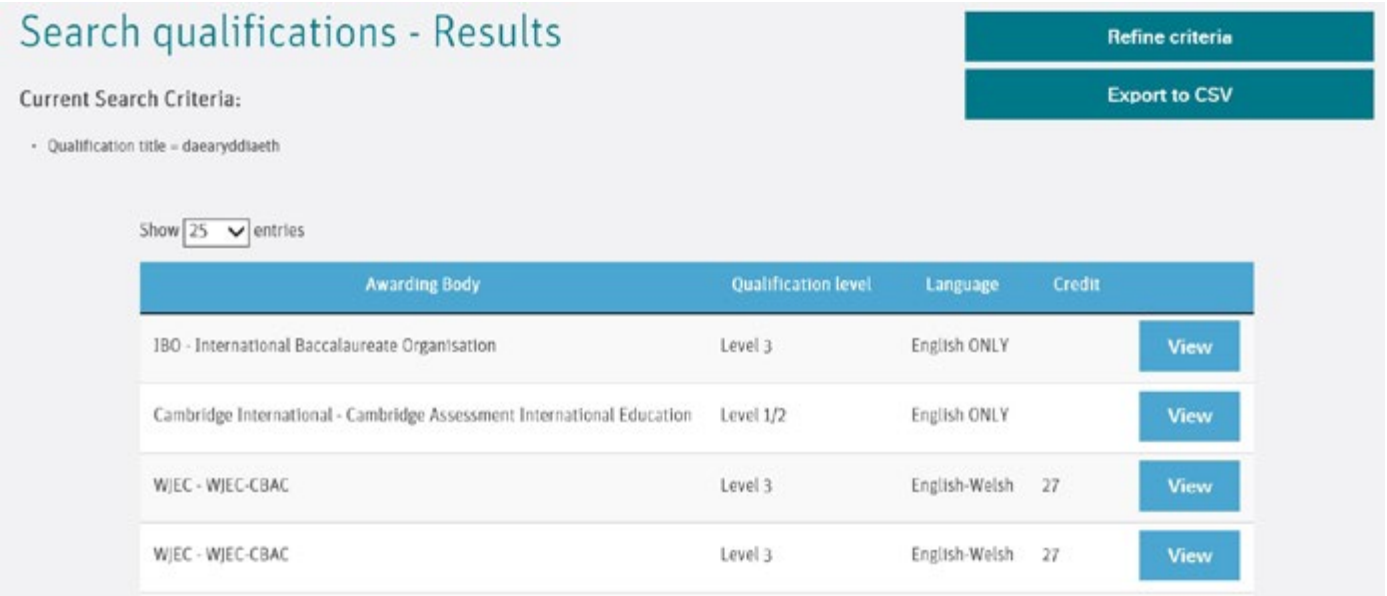


iii) Choose the fields you wish to see from the drop-down menu.



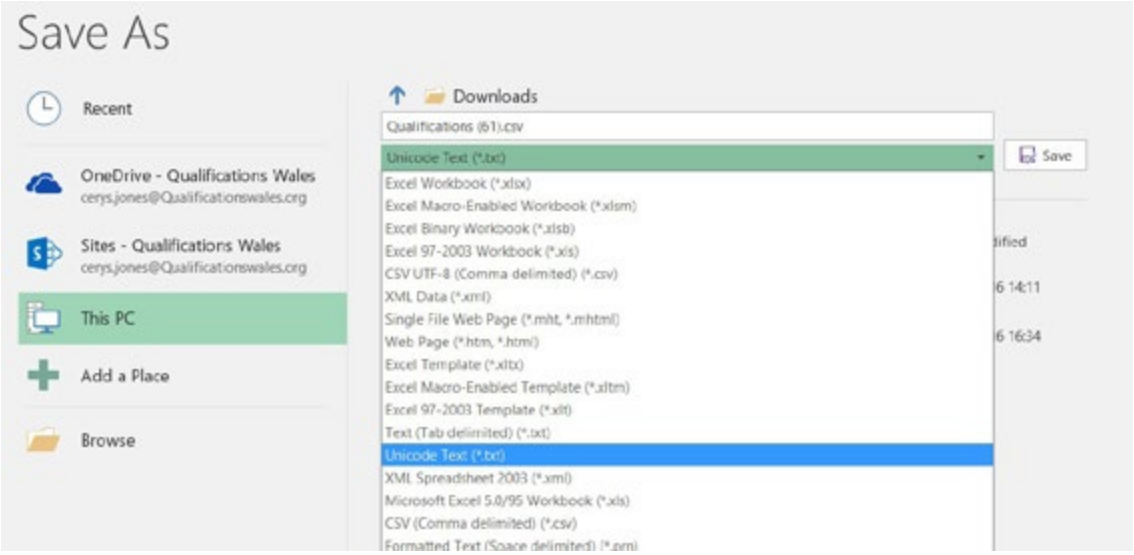
iv) Once chosen, click search.

6. Your search will appear like this:

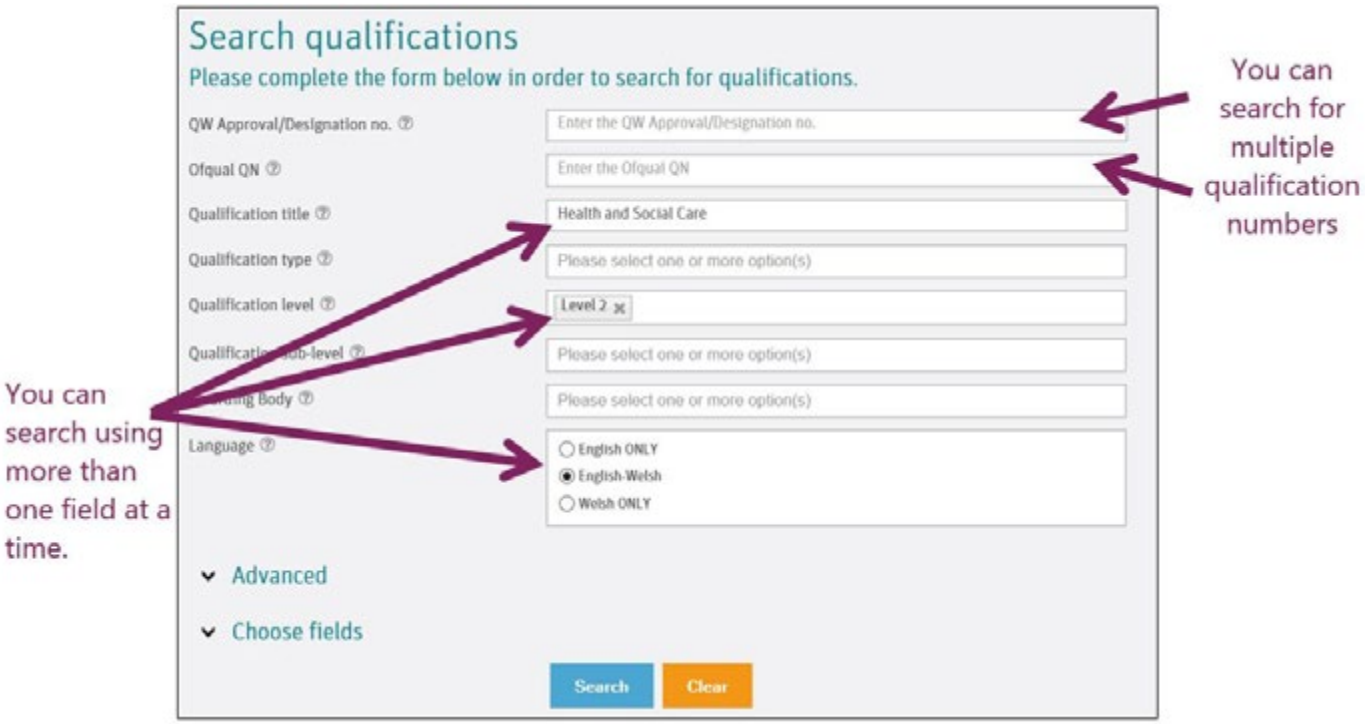


7. To export your search to excel, click:

8. If you wish to save your export, ensure to amend the document type 'Excel Workbook'.



9. Search for the qualification(s) you wish to view:



10. Then click 'Search':

11. Your data will then appear on the results screen as below:

12. Then click to 'View' the qualification record:

13. Click on the 'Performance and Curriculum Information' page by clicking on the button located to the right of the screen:

Q2 Building,
Pencarn Lane,
Imperial Park,
Newport
NP10 8AR
☎ 01633 373 222

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