

# QCF Credit Accumulation and Transfer Policy

For internal and external use

January 2015

Version 2.0

Quality, Standards and Research

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### **QCF Credit Accumulation and Transfer Policy**

Author: Head of Customer Operations. Owner: Head of Customer Operations. Authorised by Responsible Officer. **Ratified by PUKLT 02 April 2015.**

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The key role of Pearson Education Ltd (Pearson) is to secure standards for those qualifications we certificate. As part of our commitment to quality assuring standards and therefore protecting learners, Pearson provides guidance and support to help centres and their learners achieve their learning and development goals. Pearson also ensures that any regulatory requirements our regulators impose on us are met, and that we support centres to meet those requirements.

Pearson regulatory policies are integral to our approach and articulate in a consistent way how we meet our regulatory requirements. They are reviewed annually to ensure that they remain fit for purpose. These regulatory policies apply to Pearson business units where UK regulated qualifications are developed, implemented or delivered.

This policy provides guidance on credit accumulation and transfers. This document replaces the previous policy *QCF Credit Accumulation and Transfer Policy January 2014*.

## **Scope of policy**

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This policy applies to all Pearson qualifications administered by Pearson Education, the Qualifications and Credit Framework (QCF) and other national frameworks in Wales and Northern Ireland.

## **Policy statement**

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### **QCF Credit Accumulation**

Each unit within a QCF accredited qualification has credit value. The qualifications are designed to allow learners to transfer unit credits attained with one Awarding Organisation to another.

Credit value will be provided on certification from the originating Awarding Organisation. This does not imply that credit value can be automatically accepted for entry or transfer to another qualification or learning programme.

The final decision regarding credit value that can be transferred rests with the organisation providing the qualification for which credit transfer is sought – the receiving Awarding Organisation.

### **Pearson Qualifications**

Where results have been reported for Pearson QCF qualifications, unit achievement and credit points will be issued on the certification. Pearson issues unit certification for all completed units (where a fallback, interim or full award claim has been requested). This allows learners to transfer unit credits attained from Pearson to another Awarding Organisation. Only full unit credit achieved and recognised by an Awarding Organisation is eligible for transfer. Partial credit may not be transferred.

### **Credit Transfer within Pearson Qualifications**

If a learner wishes to transfer unit credits attained from another Awarding Organisation to Pearson, the learning provider should check that the claim is

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valid by matching the credit claimed with the qualification for which they wish to claim credit. They should check the following:

- Unit level
- Credit value
- Qualification and subject content

The learning provider must verify the learner and the achievement prior to submitting a credit transfer. The credits must fall within the rules of combination for the qualification – the rules of combination are available within each qualification specification. These may be found on the Pearson website: <http://qualifications.pearson.com>. Please see other Awarding Organisation websites for information on their qualifications: <http://register.ofqual.gov.uk/Organisation>.

### Submission of Credit Transfer to Pearson

Credit transfers should be submitted to Pearson Customer Services with a copy of the certificate issued. Pearson will authenticate the credit value within the rules of combination for the qualification against which credit is being claimed. The final decision regarding credit value that can be transferred rests with Pearson if we are awarding the qualification for which credit is being claimed.

Pearson Customer Services can be contacted by telephone on 0844 463 2535 or via email: [examsOfficers@pearson.com](mailto:examsOfficers@pearson.com)

### Regulatory references

Ofqual requires all awarding organisations to establish and maintain their compliance with regulatory conditions and criteria. As part of this process, policies that relate to Pearson's status as an awarding organisation will reference the particular conditions and criteria that they address.

This policy addresses the following regulatory criteria and conditions:

| Regulatory arrangements for the Qualifications and Credit Framework |                                  |
|---|----------------------------------|
| The award, accumulation and transfer of credits                     | Section 1 : criteria 1.32 – 1.37 |
| Ofqual General Conditions of Recognition                            |                                  |
| Section B7: Compliance with Regulatory Documents                    | B7.1; B7.2                       |
| Section D: Fitness for purpose of qualifications                    | D1                               |
| Section D: Compliance of qualifications with Regulatory Documents   | D5.1; D5.2                       |

### Policy review date

January 2016

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## Useful contacts

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For more information on Pearson qualifications and services please visit the website: <http://qualifications.pearson.com>

<http://qualifications.pearson.com/en/support/contact-us.html>

<http://register.ofqual.gov.uk/Organisation>

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