

IQA of Assessment Level 4 Award



IQA of Assessment Level 4 Award

The Internal Quality Assurance of Assessment Level 4 Award provides nationally recognised qualifications for candidates whose role involves assessing competence-based units or qualifications:

- Level 4 Award in the Internal Quality Assurance of Assessment Process & Practice

Find out more today, by speaking with one of our highly professional and experienced team, to find the right solution for you:

Website: www.ApprenticeshipPartners.org

Email: info@ApprenticeshipPartners.org

Telephone: 01494 513300

Internal Quality Assurance of Assessment Level 4 Award



Introduction

The Internal Quality Assurance of Assessment Level 4 Award provides nationally recognised qualifications for candidates whose role involves assessing competence-based units or qualifications:

- Level 4 Award in the Internal Quality Assurance of Assessment Process & Practice

The regulatory body is the Office of Qualifications and Examinations Regulation (Ofqual). The specification for this qualification has been approved by the Welsh Government for use by centres in Wales and by the Council for the Curriculum Examinations and Assessment (CCEA) for use by centres in Northern Ireland.

The qualification has been accredited onto the Regulated Qualification Framework (RQF) and provides a progression route to higher level or discipline related qualifications.

Qualification Aims

These qualifications are aimed at those who maintain quality of assessment within organisations or assessment centres.

Aims

- To assess knowledge and understanding of the principles and practices that underpin the internal quality assurance of assessment.
- To assess the candidate's performance in assuring the quality of assessment from within an organisation or assessment centre.
- To assess performance in leading the work of a team responsible for the internal quality assurance within an organisation or assessment centre.



Qualification

Qualification title

Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practices

Ofqual qualification number

600/2163/9

Level

Level 4

Guided learning hours

90

Total qualification time

120

Assessment

Pass or fail

Internally assessed and verified by Awarding Body staff
External quality assurance by Awarding Body verifiers



What is Required?

Entry Requirements

There are no formal entry requirements for this qualification but learners should hold an assessor qualification, such as:

- Level 3 Award in Assessing Competence in the Work Environment, or
- Level 3 Certificate in Assessing Vocational Achievement, or
- A1 Assess candidate performance using a range of methods, or
- D32 Assess candidate performance and D33 Assess candidate using different sources of evidence.

We will carry out an initial assessment of learner skills and knowledge to identify any gaps and help plan the assessment.

Qualification Structure

Learners must complete 2 Mandatory units.

Group A Mandatory Units – complete all units

Unit Reference Number	Unit Title	Unit Level	Credit Value
T/601/5320	Understanding the principles and practices of internally assessing the quality of assessment	4	45
A/601/5321	Internally assure the quality of assessment	4	45



Support

You will receive one-to-one support from your allocated Tutor, whom will be available to you, to provide the additional support that you may need.

All our Tutors aim to respond to your queries as soon as they possibly can, but certainly, this will be within 24-hours of receiving your request through our system.

The materials produced to help support you will include:

- Access to all policies and procedures in relation to:
 - Appeals
 - Complaints
 - Equality, Diversity & Inclusion
 - External Verification
 - Fair Assessment
 - Health & Safety
 - Internal Verification
 - Malpractice
 - Safeguarding
 - Tutor Marking

- Learning material including:
 - Written learning materials
 - Additional independent resources
 - Video's & podcasts (where available)
 - Recommended read and books (where available)

- Resources including:
 - Assignment Writing Template
 - Citation Guide
 - Harvard Referencing System Guide
 - Planning & Preparing to write Assignments
 - Quotation Guide
 - Sending evidence to your Tutor
 - Resubmitting evidence to your Tutor



How will I be Assessed?

This qualification is competence-based, learners must demonstrate the level of competence described in the units. Assessment is the process of measuring a learner's skill, knowledge and understanding against the standards set in the qualification.

The qualification must be assessed by an appropriately experienced and qualified assessor.

Each learner is required to produce a portfolio of evidence which demonstrates their achievement of all of the learning outcomes and assessment criteria for each unit.

Evidence can include:

- observation report by assessor
- assignments/projects/reports
- professional discussion
- witness testimony
- learner product
- worksheets
- record of oral and written questioning
- Recognition of Prior Learning

Learning outcomes set out what a learner is expected to know, understand or be able to do.

Assessment criteria specify the standard a learner must meet to show the learning outcome has been achieved.

Internal Quality Assurance

An internal quality assurance verifier confirms that assessment decisions made by Tutors are made by competent and qualified assessors, that they are the result of sound and fair assessment practice and that they are recorded accurately and appropriately.

Adjustment to Assessment

Adjustments to standard assessment arrangements are made on the individual needs of learners. Our Awarding Body's "Reasonable Adjustments Policy" and "Special Consideration Policy" sets out the steps to follow when implementing reasonable adjustments and special considerations and the service that we provide for some of these arrangements.

Certification

Learners who achieve the required credits for qualifications will be awarded:

- A certificate listing all units achieved with their related credit value, and
- A certificate giving the full qualification title:

ProQual Level 4 Award in the Internal Quality Assurance of Assessment Processes and Practice