

# Business and Management

## Assessor: Assessing Vocational Achievement Certificate Level 3

### In Brief

#### Start Date / Duration

The next start date for this course is January 2025. Course start dates are September, January, April and June. It will take 51 weeks to complete the qualification.

#### Entry Requirements

You must be working in a role where you are required to assess competence based qualifications in the work place, e.g. NVQs and you are required to assess/moderate within a college, training workshop or classroom situation. If you do not work there may be an opportunity to earn this qualification through volunteer work within the college.

#### You will achieve

Level 3  
Certificate in  
Assessing  
Vocational  
Achievement

### Course Overview

The course covers the understanding of principles and practices of assessment, assessing vocational skills, knowledge and understanding and assessing occupational competence in the work environment. This qualification is intended for those who assess both occupational competence in the work environment and vocational skills, knowledge and understanding in environments other than the workplace (for example a workshop, classroom or other training environment).

### Course Content

This qualification will be delivered through a variety of activities and one to one tutorials.

The course consists of the following modules:

- Understanding the Principles and Practices of Assessment
- Assess Vocational Skills; Knowledge and Understanding
- Assess Occupational Competence in the Work Environment

## You will study:

- Understand the principles; planning and decision making of assessment
- Understand different assessment methods and how to involve learners and others in assessment
- Understand quality assurance of assessment process
- Understand how to manage information relating to assessment
- Understand the legal and good practice requirements in relation to assessment
- Plan the assessment of occupational competence
- Make assessment decisions about occupational competence
- Provide information following the assessment of occupational competence
- Prepare for and carry out feedback on assessments of vocational skills, knowledge and understanding and occupational competence
- Maintain legal and good practice when assessing vocational skills, knowledge and understanding and occupational competence

**There is also an opportunity to earn this qualification through volunteer work with the College. You will be working closely with staff in the Business and Management Department to assist and assess current students over a number of weeks. To find out more about this opportunity, please email Programme Manager Abby Holmes on [A.Holmes@barnsley.ac.uk](mailto:A.Holmes@barnsley.ac.uk) [mailto:A.Holmes@barnsley.ac.uk] and quote 'Assessor Volunteer Opportunity' in the subject line.**

## How will I be assessed?

You will be assessed through the coursework you produce and the activities you take part in.

## What Equipment Will I Need?

No specialist equipment required.

## Where will I study?

You will study in your workplace.

## What can I do next?

Progression routes for this unit are the Award in Education and Training Level 3 [<https://www.barnsley.ac.uk/course/teaching-education-and-training-award-level-3-part-time/>] or Certificate in Education and Training Level 4 teaching programmes. [<https://www.barnsley.ac.uk/course/teaching-certificate-education-training-level-4-part-time/>]

See what careers are available in the Business [<https://www.barnsley.ac.uk/app/uploads/2023/01/Business-page0030.pdf>] sector. Use our online careers tool, Career Coach [<https://barnsley.lightcastcc.com/?radius=&region=Barnsley>] , to find out what your next steps could be.

## How much does the course cost?

This course costs £800. This course is eligible for the Free Courses for Jobs funding which means you can study this for free if you meet the eligibility criteria. Please see the drop-down option below for more details. If you are not eligible for funding then you may be able to apply for an Advanced Learner Loan to cover the cost of the course.

## Extra information

### Advanced Learner Loans

This course may be eligible for an Advanced Learner Loan.

For eligibility information and details about how to apply, visit the Advanced Learner Loan page. Or contact our Information Team by calling 01226 216 123 or emailing: [info@barnsley.ac.uk](mailto:info@barnsley.ac.uk) [mailto:info@barnsley.ac.uk]

### Join Honeywell Sports Village

We have a state-of-the-art fitness village, Honeywell Sports Village [<https://www.barnsley.ac.uk/shops-services/honeywell-sports-village/>] where students can make use of our fitness suite, spinning studio and classes for competitive rates.

### Free Courses For Jobs

If you are aged 19 or over, you may not have to pay for this course if:

- You do not already have a level 3 qualification OR
- You already have a level 3 qualification or higher but earn below the earnings threshold set by your local authority, which includes benefits (see below) OR
- You already have a level 3 qualification or higher but are unemployed and in receipt of a means-tested benefit, below the earnings threshold set by your local authority (see below).

This course is funded by *South Yorkshire Mayoral Combined Authority (SYMCA) and/or West Yorkshire Combined Authority (WYCA)*. You must be living in the South or West Yorkshire regions to qualify for funding.

### Earnings Threshold

- If you live in the qualifying **West Yorkshire** region and earn below £25,000 a year then you may not have to pay for this course.
- If you live in the qualifying **South Yorkshire** region and earn below £30,476 a year then you may not have to pay for this course.

### Contact the Information Unit

For further information please contact our friendly Information Team on +44 (0)1226 216 123 or email [info@barnsley.ac.uk](mailto:info@barnsley.ac.uk) [mailto:info@barnsley.ac.uk]

**Last updated:** 8th January 2025

## **Want to apply?**

Visit <https://www.barnsley.ac.uk/apply> to get started

Call us on **01226 216 123**