

## Timely delivery of results for students taking VTQs (Vocational and Technical Qualifications) this academic year (2023-24) and beyond.

### Instructions to Centres

Please ensure that the following information is shared with your Exams Officer, and qualification administration and curriculum teams as appropriate.

GA will work with you to identify which students need a result on or before results days in August 2024 for progression to further or higher education.

These arrangements will apply only to VTQs used for progression. For clarity, these are qualifications taken by students who need results to progress to HE or FE, who have undertaken:

- Level 3 qualifications with GLH of 180 or more and minimum 16 UCAS points
- Level 1 and Level 2 qualifications with 120 GLH or more, or Level 1 and Level 2 qualifications where they are taken alongside GCSEs at KS4.

The following GA qualifications are in scope:

### Foundation Diplomas

Qualification Title	QAN
GA Level 3 International Foundation Diploma in Business and Technology	610/2246/9
GA Level 3 International Foundation Diploma in Business and Management	610/2245/7
GA Level 3 International Foundation Diploma in Business and Fashion	610/2248/2
GA Level 3 International Foundation Diploma in Business and Finance	610/2247/0

### Animal Studies, Wildlife and Conservation

Qualification Title	QAN
GA Level 3 Diploma in Zoology	610/0055/1
GA Level 3 Diploma in Marine Biology and Ocean Conservation Studies	610/0262/8
GA Level 3 Diploma in African Wildlife Management	610/0056/2
GA Level 3 Diploma for Zoo Animal Conservationists	610/2252/4
GA Level 3 Diploma in British Wildlife Rehabilitation Studies	610/0047/2
GA Level 3 Diploma in Sustainable Wildlife Conservation and Biodiversity Management	610/0048/3

### On-Demand Qualifications

The above qualifications are on-demand and results and certifications are routinely issued throughout the year. Please note that the arrangements outlined above relate to candidates who require their results in order to progress to HE or FE in the academic year 2024-2025.

GA will contact Centres directly where they have learners registered on one (or more) of the above qualifications.

### Term-Time Checkpoint

GA will operate a **checkpoint**, which will be completed in April 2024.

Where your organisation is approved to deliver qualifications which fall into the scope described above, your centre will be required to participate in the checkpoint activity.

The checkpoint will require your centre to confirm students who require a result on or before results day in August 2024.

Centres **MUST**:

Designate a Senior Designated Contact (SDC) - you must confirm the name of the most relevant person responsible for exams and assessments who is nominated as a point of escalation (this does not necessarily need to be the Principal/Head of Centre).

### Checkpoint Dates

Checkpoint Opens	Checkpoint Closes
1 <sup>st</sup> April 2024	30 <sup>th</sup> April 2024

To ensure that results are available in time for learners to progress, GA requires Centres to meet the following dates:

- 30<sup>th</sup> April 2024 – deadline for centres to inform GA of the specific learners that require a result in summer 2024 AND the name and contact details of the SDC.
- 30<sup>th</sup> June 2024 - deadline for registration of all learners who require a result in August 2024 for progression to FE or HE purposes. Note: late registrations will incur a late registration fee.
- 30<sup>th</sup> June 2024 - deadline for requests for moderation for internal assessments. Note: External moderation visits must take place prior to 19<sup>th</sup> July 2024.
- 1<sup>st</sup> August 2024 – deadline for centres to make claims for certification on the Ark.
- 12<sup>th</sup> August 2024 – final results will be issued to centres.

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- 13<sup>th</sup> August 2024 – deadline for centres to issue confirmed results to candidates in order to ensure that candidates have the evidence of their achievement they will need for their individual progression route.

We recognise that candidates' plans can change. If an individual student no longer expects a result once the checkpoint process is complete, you should notify us as soon as possible.

### **Malpractice, Maladministration and Sanctions**

Please note that failure to meet GA's deadlines could be considered maladministration and lead to sanctions (refer to GA's published *Malpractice and Maladministration Policy* and related *Sanctions Policy*).

### **Finally...**

Thank you for your ongoing support to embed these arrangements for 2024 and beyond. It is important that the sector works in partnership to share accurate data in a timely way, and that subject teachers and exams administrators are supported in working together, so that students get results when they need them.

For further information and any questions about this process, please email [info@gatehouseawards.org](mailto:info@gatehouseawards.org)