

Transferable Skills - England

Blueprint Framework 4 – (Last Date for Registration: 30th May 2011)

Under the Blueprint Framework 4 there is the option to take either Key Skills or Functional Skills to achieve the 'Transferable Skills' element of the framework. The apprentice **must** achieve (or have achieved) either Key Skills or Functional Skills for each transferable skill at the relevant level as follows (unless the apprentice has already achieved a qualification on the proxy list, which may exempt them for all or part of Key Skills/Functional Skills, or is covered by the relaxation ruling):

For the Apprenticeship (Level 2):

English	Minimum Level
Key Skills Communication or Functional Skills English	1
Mathematics	Minimum Level
Key Skills Application of Number or Functional Skills Mathematics	1
Information and Communications Technology (ICT)	Minimum Level
Key Skills Information Communication Technology (ICT) or Functional Skills Information Communication Technology (ICT)	1

For the Advanced Apprenticeship (Level 3):

English	Minimum Level
Key Skills Communication or Functional Skills English	2
Mathematics	Minimum Level
Key Skills Application of Number or Functional Skills Mathematics	2
Information and Communications Technology (ICT)	Minimum Level
Key Skills Information Communication Technology (ICT) or Functional Skills Information Communication Technology (ICT) - Vehicle Maintenance & Repair/Roadside Assistance & Recover/Vehicle Body & Paint Operations.	1
Key Skills Information Communication Technology (ICT) or Functional Skills Information Communication Technology (ICT) - Vehicle Parts Operations/ Vehicle Sales.	2

Proxy qualifications

Proxy qualifications are those qualifications that assess the same knowledge and skills aspects as the Key Skills. Because of this overlap, candidates can claim exemption from all or part of particular Key Skills qualifications for up to **five years** from the date of the award to registration on Apprenticeship. This is only applicable for the specific accredited proxy qualifications. For full details of accredited proxy qualifications, please click on the link below to download the QCDA list:

[QCDA Proxy and Exemptions list](#)

***Note:** The IMI is not responsible for creating or maintaining the 'Proxy List' this was the responsibility of QCDA, who are closing as part of the Government's education reforms. The IMI will not be accepting qualifications that are not on the 'Proxy List' as a proxy unless the qualification in question is a direct replacement for a qualification that has expired on the 'Proxy List'.

Relaxation Ruling

The relaxation ruling was introduced in September 2001 and allows candidates who started on an Apprenticeship or Advanced Apprenticeship programme on or after 1 September 2001, and who have achieved a good grade A*-C GCSE in English, Mathematics and/or ICT, to complete their Frameworks without being required to take the level 2 (level 1 by default) Communication, Application of Number and /or ICT Key Skills qualifications.

This also applies to those candidates who have achieved a GCE A/AS level at grade A-E in English Language, English Literature, English Language and Literature, Mathematics, Pure Mathematics, Further Mathematics, ICT and/or Applied ICT. The relaxation principle has been applied here because GCE A/AS level qualifications are seen to be higher than the Key Skills qualifications at level 2.

Achievement of the GCSE/A/AS level must be no longer than **five years** before the date of registration on the Apprenticeship frameworks. For framework completion purposes, those achieving an A*-C GCSE in English or Mathematics in the summer are deemed to have been certified on the 31st August, while the date for those achieving during the winter months is deemed to be 31st March.

Specification for Apprenticeship Standards for England (SASE) Compliant Framework 1 - (First Date for Registration: 3rd May 2011)

The SASE Compliant Framework 1 does **not** use any proxy lists or relaxation rulings for the 'Transferable Skills' element. Instead there is a list of 'Options' to choose from. The apprentice **must** achieve (or have achieved) at least one option from the list for each transferable skill at the relevant level as follows:

For the Intermediate Apprenticeship (Level 2):

English	Minimum Level or Grade
Functional Skills qualification in English	1
GCSE qualification (with enhanced functional content) in English	E

Key Skills qualification in Communication achieved either before September 2013 or as part of the Apprenticeship or before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	1
GCSE Qualification in English to achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	C
A' Level or AS Level qualification in English Language achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	E
A' Level or AS Level qualification in English Literature achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	E
A' Level or AS Level qualification in English Language and Literature achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	E
GCSE or O' Level qualification in English Language achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A
A' Level or AS Level qualification in English Language achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A
A' Level or AS Level qualification in English Literature achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A
A' Level or AS Level qualification in English Language and Literature achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A
Mathematics	Minimum Level or Grade
Functional Skills qualification in Mathematics	1
GCSE qualification (with enhanced functional content) in Mathematics	E
Key Skills qualification in Application of Number achieved either before September 2013 as part of the Apprenticeship, or either before September 2012 and within the 5 years immediately prior to starting an Apprenticeship	1
GCSE qualification in Mathematics achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	C
A' level or AS Level qualification in Mathematics achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	E
A' Level or AS Level qualification in Pure Mathematics achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	E
A'Level or AS Level qualification in Further Mathematics achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	E
GCSE or O'Level qualification in Mathematics achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A
A' Level or AS Level qualification in Mathematics achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A
A' Level or AS Level qualification in Pure Mathematics achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A
A' Level or AS Level qualification in Further Mathematics achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A

Information and Communications Technology (ICT) (Bar the Vehicle Fitting Framework as ICT was not deemed occupationally relevant)	Minimum Level or Grade
Functional Skills qualification in ICT	1
GCSE qualification in ICT (with enhanced functional content)	E
Key Skills qualification in ICT achieved either before September 2013 as part of the Apprenticeship, or before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	1
GCSE qualification in ICT achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	C
A' Level or AS Level qualification in ICT achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	E
GCSE or O'Level qualification in ICT achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A
A' Level or AS Level qualification in ICT achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A

For the Advanced Apprenticeship (Level 3):

English	Minimum Level or Grade
Functional Skills qualification in English	2
GCSE qualification (with enhanced functional content) in English	C
Key Skills qualification in Communication achieved either before September 2013 or as part of the Apprenticeship or before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	2
GCSE Qualification in English to achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	C
A' Level or AS Level qualification in English Language achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	E
A' Level or AS Level qualification in English Literature achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	E
A' Level or AS Level qualification in English Language and Literature achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	E
GCSE or O' Level qualification in English Language achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A
A' Level or AS Level qualification in English Language achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A
A' Level or AS Level qualification in English Literature achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A
A' Level or AS Level qualification in English Language and Literature achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A
Mathematics	Minimum Level or Grade
Functional Skills qualification in Mathematics	2
GCSE qualification (with enhanced functional content) in Mathematics	C

Key Skills qualification in Application of Number achieved either before September 2013 as part of the Apprenticeship, or either before September 2012 and within the 5 years immediately prior to starting an Apprenticeship	2
GCSE qualification in Mathematics achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	C
A' level or AS Level qualification in Mathematics achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	E
A' Level or AS Level qualification in Pure Mathematics achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	E
A' Level or AS Level qualification in Further Mathematics achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	E
GCSE or O'Level qualification in Mathematics achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A
A' Level or AS Level qualification in Mathematics achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A
A' Level or AS Level qualification in Pure Mathematics achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A
A' Level or AS Level qualification in Further Mathematics achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A
Information and Communications Technology (ICT) (Bar the Vehicle Fitting Framework as ICT was not deemed occupationally relevant)	Minimum Level or Grade
Functional Skills qualification in ICT	2
GCSE qualification in ICT (with enhanced functional content)	C
Key Skills qualification in ICT achieved either before September 2013 as part of the Apprenticeship, or before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	2
GCSE qualification in ICT achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	C
A' Level or AS Level qualification in ICT achieved before September 2012 and within the 5 years immediately prior to starting the Apprenticeship	E
GCSE or O'Level qualification in ICT achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A
A' Level or AS Level qualification in ICT achieved before September 2012, otherwise at any time prior to starting the Apprenticeship	A