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## Qualification / Assessment guidance

1. Ofqual have indicated that awarding bodies are responsible for producing suitable adapted assessments. When are IMI going to release details of what adapted assessments have been produced?

IMI have been working closely with the regulatory bodies to support learners who were unable to complete assessments due to the current Covid-19 pandemic. The following [guidance](#) is to support you with the processes involved with qualifications that fall within the adaptation categories.

2. Will there be a full list of IMI Qualifications and which area these will sit within, Light & Heavy VRQ/VCQ and Body & Paint VRQ/VCQ L2 and L3 for example?

The full list of IMI qualifications is available on our [website](#) under the “Vocational and Technical qualifications” section. Alternatively you can search for the full listings [here](#).

3. Which qualifications fall into the calculate approach?

For IMI, our **Technical Award** qualifications have been confirmed as category 1 for learners due to complete by 31 July 2020. The full list of qualifications is available on our [website](#) and will also have been emailed directly from the EQA Team.

IMI have been working closely with the Regulators and on 18 June 2020, received confirmation that 14 Entry Level / Level 1 qualifications have also been included in the calculate approach. Further guidance can be found [here](#)

4. Will the new grading sheet for calculate qualifications be sent out to relevant centres or will we need to locate it?

The EQA Team issued additional guidance to centres on 29 May 2020 regarding Technical Award qualifications, detailing the next steps which will include the grading sheets. Further guidance on the process can be found [here](#).

5. For adapted VRQ's, will centres need to submit plans before assessing?

Yes, IMI approval must be granted before commencing assessments. The EQA team issued additional information to centres on 29 May 2020 and supporting guidance can also be found [here](#).

6. Can we use theory i.e. knowledge units and online test to apply for certificates?

No, the qualification criteria to enable a valid certificate claim is not just made up of knowledge units – all elements of the qualification will need to have been completed. If the qualification falls into calculate or adaptation, please follow the relevant [process](#) for that qualification.

7. Will there be a charge for changing units to more adaptable tasks?

No. All you need to do is select the optional units that you have completed that meet the qualification criteria to be able to make a certificate claim. This can be done on Web Portal 2 at the claim stage.

8. Will students still need to sign every unit of their portfolio even though they may be unable to?

No, a learner declaration on the candidate assessment summary will suffice.

9. What about learners and staff that are shielded?

We recognise that there are, and have been, many challenges faced during the current pandemic. If you have particular concerns please do contact us with further information so that we advise accordingly. In addition, there are a number of Government [publications](#) that may be able to support you.

10. \*Predicted date - is that when they should have completed or when we think they will complete?

This is when the learner is due to finish their qualification. Some centres may call it a qualification end date and is usually linked to the claiming of funding.

11. \*If a Learner had been enrolled on a certificate and has only got the criteria for award can I claim for this?

This will be allowed provided the learner is re-registered for the award and all of the unit criteria/rules of combination (ROC) must have been met to be suitable for a valid claim. Alternately the learner may be eligible for unit claims.

12. \*If the candidate has already completed the online exam but not the assignment, are we allowed to sign off the unit?

Through the successful completion of the online assessment the outcome will show that the candidate's knowledge attainment has been met, so there will be no requirement to complete the written assessment, this is an adaption that is permitted under the ERF.

13. **What happens if a student has completed all the practical tasks but has only done a small amount written work?**

It may be that the centre will require to engage more with the learner to increase their knowledge evidence. It is based on an individual review of the work completed and the EQA will provide the appropriate advice in this instance.

14. **If we have not covered units before lockdown, how do we evidence learning?**

If the qualification is either E3 or L1, then the centre could request a 'Calculated' grade, which would then be reviewed by the EQA. If however, the qualification is L2 or above, then a suitable Adaptation must be sought and agreed. Where this is not possible, the candidate may need to be put into 'Delay' (or unit claims for completed units could be made if this were preferable - but be aware of funding implications)

15. **Do learners have to meet 100% of all learning outcomes?**

Adaptations looks at historical evidence (RPL), practiced and a judgment is made that if under normal circumstances the learner would have completed by 31st July 2020, then the IMI may approve adaptations to be used to meet learning requirements of the qualification.

16. **We have a few learners that have completed their Level 2 or Level 3 VRQ but some amendments are required, can these be covered remotely over a professional discussion due to distance and learners being furloughed?**

As the VRQ qualifications sit in Adaptation and the candidates have completed the skills units a documented professional discussion would support the skills. If the unit had not been undertaken, professional discussion would not suffice. Please contact your EQA for advice on the specifics.

17. **If we have learners that have passed do we claim as normal?**

If a learner has completed all aspects of the qualification, before and during the lockdown and you have DC status, you may claim as normal. You must not claim if there are any parts of the qualification that need to be adapted.

18. **If the learner was going to pass under normal conditions and we can't adapt - how can we move forward?**

Submit the ERF form with the details of the learners and outstanding assessments and the EQA will guide you on the process. As we are led by Government direction, if you have concerns about the impact on the learner and their ability to meet the needs of the ERF you need to contact DfE directly as soon as possible to express these. If related to vocational and technical qualifications (VTQ's) there may be no other option but to delay.

19. **If we have students who have one element of welding that they have not been witnessed completing - what do we do?**

If they have had practice training, this may be used. Please speak to the appointed EQA who will be able to provide specific advice.

20. Will calculate / adapt / delay apply to the complete qualification in entirety or can individual units within a qualification be in different categories of calculate / adapt / delay?

It applies to the whole qualification, however if the candidate has not completed sufficient to warrant a full qualification and will not return to the centre, it will be possible to claim unit credits.

21. We have many learners with no internet or phone, they have only completed the K units what do we do about the S units?

There will be a requirement for skills units to be completed in one format or another and in line with the ERF adaptation guidance. This relates to L2 and above. E3 and L1 is now calculate. You may apply for adaptations and complete the practical elements that are missing in the next academic year/term/semester.

If you have concerns about the impact on the learner and their ability to meet the needs of the ERF you need to contact DfE directly to express these.

22. We have a few learners that have completed enough units but the IQA has failed the unit for small issues and the learners do not have the chance to amend their work.

If the learner had opportunity to re-submit, would this have corrected the issue? If so then this would probably be allowed. It also depends on the amount of progress across the whole qualification and severity of why the IQA has rejected the evidence.

23. If we claim units and the student returns in September, for instance, will we need to re-register the student and will this incur a charge?

The main qualification registration will still be valid, therefore any remaining units can still be covered at a later date.

24. What would happen if the centre is completely furloughed?

It may then be a situation that all learners are delayed. We will only adapt or calculate if there is an ERF application submitted within the dates notified KS4 by June 26 - E3 and L1 Calculate 10 July 2020, all other qualifications by 31 July 2020. Government guidance has stated that ERF will close on 31 July 2020, but IMI will inform you of any change or possible extension to the date.

25. Have any plans been made for what each qualification will require, if we cannot return to a normal way of working? Have the IMI made/are they making any changes to qualifications?

There are no plans at present to change qualifications. We are concentrating on the present situation and supporting eligible learners through their qualifications.

26. Is adaptation available to apprentices who are not due to finish for 2 years but were due to complete an assessment/unit before 31 July 2020?

Currently IMI are working on adaptations for candidates that are due to complete by 31 July 2020, but if candidates have been impacted within the ERF window adaptations can be submitted. You will be required to speak to your EQA prior to the end of the 2020 academic year and seek agreement to carry out this process.

27. **What is the end date to use these adaptations?**

Please submit the ERF by the end dates as indicated. There is no deadline for Adaptations to be undertaken and may be continued beyond 31 July 2020.

28. **Are we going to use these adaptations next academic year?**

This Extraordinary Regulatory Framework is just to cover the learners who are due to finish their qualification in this academic year. As we're closely approaching the end of this academic year, what will happen next is also on the forefront of our minds and as soon as we have any further guidance from the Regulators we will share this with you all.

## Entry Level / Level 1 qualifications

29. **Which qualifications are you looking to change from adapt to calculate - have E3 and L1 qualifications changed?**

Yes, we have been working closely with the Regulators to amend the mitigation approach for these qualifications - please find further information on the process for calculating results / grades [here](#).

30. **Is the timescale for calculate still the end of June as this is very late to now change?**

As previously indicated, as E3 and L1 have now been amended to calculate, to ensure the same window opportunity as the KS4 – the window for submitting all of the required information for E3/L1 is **10 July 2020**.

31. **With the E3 qualification, what can we use in place of the online test?**

This qualification now falls in the calculate approach, please find further information on the process for calculating results / grades [here](#).

32. **We teach L1 and a few learners have yet to complete their online exam. What are the options? Not all of our learners have access to IT or internet.**

L1 now falls into calculate and as such the online assessment may have a proxy applied in line with a valid submission and appropriate evidence. Please find further guidance [here](#)

33. **Will all learners have to complete the last online health and safety test to finish a level 1 award?**

L1 now falls into calculate and as such the online assessment may have a proxy applied in line with a valid submission and appropriate evidence. Please find further guidance [here](#)

34. **Some units L1MV02s and L1MV11s, for example in Level 1 Diploma in transport maintenance, have criteria that have been previously met in other units. The fairest approach to recording this would be a bulk pass with a comment explaining where the criterion were achieved, Is this approach acceptable? The level 1 qualification specification does say 'the tasks can be referenced to other appropriate units within the qualification'**

Yes as indicated in the presentation you may cross reference from other units. Please be advised that this qualification now sits in the calculate grade as of 18 June 2020. Please find further information on the process for calculating results / grades [here](#).

## Calculated results / Centre Assessment Grades

### 35. What grade will the online assessments proxies been given?

If it is a KS4 and qualifications that are deemed to have graded, then an appropriate grade will be applied based on evidence presented and in agreement through EQA sampling.

### 36. With predicted grades how much of the Level 1 certificate needs to be completed?

The EQA Team sent tools and supporting guidance on 29 May 2020, to support you with this process.

### 37. On the KS4 grading sheet is there a provision to input an online assessment grade from their first attempt and a predicted grade for their second attempt?

There is no need to predict a second attempt, unless the learner failed their first attempt, in which case only submit the predicted grade.

### 38. Do you envisage the same calculated grades for KS4 pupils for the next academic year, given the lost time participants have been subject to and going forward with staggered attendance to centres?

The temporary framework is designed to support learners finishing in this academic year. Should this be reviewed by DfE or Ofqual then we will communicate this out to our centre network with additional guidelines if applicable.

### 39. If there is a fail for a calculated Functional Skills grade, will they be able to re-sit (when centres are open) on Legacy Functional Skills?

There will be no second submission for 'fail' learners. For externally assessed components, an opportunity to sit the exam will be offered to all learners who do not pass the component, as soon as possible after the learner's final calculated result has been released by Skillsfirst.

The operational end date for these qualifications has been extended until 31 December 2020. For full up-to-date information on the process for Functional Skills, please see [here](#).

## Adaptations – Knowledge

### 40. So, the written knowledge assessments can be used instead of online testing?

Yes, written assignments can be used to cover knowledge in place of online examinations, but will need to be applied for as an adaptation.

### 41. Are the IMI providing the written assessment material?

Yes, written assignments can already be found within the qualification pages on the IMI [website](#).

42. If we use 'phase tests' produced by the IMI for L2 and L3 qualifications as knowledge evidence in place of online exams. Do we need to apply for adaption for this, or will they be accepted automatically?

Yes, written assignments can be used to cover knowledge in place of online examinations, but will need to be applied for as an adaptation.

43. As the written tests doesn't cover all the knowledge requirements per unit, will the centre need to provide additional knowledge tests to cover these criteria?

No, however all questions in the written assignments need to be fully answered, correct and signed off by the assessor as meeting the criteria listed.

44. If a written assignment has already been passed, but the online test is still needed, would a hard copy need to be completed in lieu of the online test?

If written assignments have been completed, this can be applied for as an adaptation.

45. Would a passed knowledge assignment submitted by e-portfolio equate to a possible overall pass without sitting the online test?

Yes, the written assignment will cover the knowledge without the need to do the online exam.

46. Does this mean that the written knowledge on e-portfolio will override the online exam?

No, unfortunately the system will not override. You will need to detail this in your application for adaptations.

47. We are still planning to do the online assessment is that possible?

Yes, we are keen to ensure that learners are able to achieve their qualifications where they can do so safely and will actively support centres in doing so. Your centre must meet current government [guidelines](#) or alternatively they can be carried out remotely using platforms like Zoom or Teams, after having been agreed by your EQA.

48. Are we able to use centre devised exams in place of the online exams?

Yes, if you have pre-approved centre devised assessments (CDA) these can be used. However at this stage you should not be looking to set up new CDA's, we recommend using the IMI versions which are readily available on our [website](#).

49. Moving forward are the candidates going to be able to complete online assessments out of the centre, to lessen the need to be in the centre or is there still going to be an expectation for the centre to supervise the online test?

Any agreed adaptations are intended for use during the temporary framework only at this stage. Should this be reviewed by the Department for Education (DfE) or Ofqual then we will communicate this out to our centre network with additional guidelines if applicable.



50. For remote online tests - will EQA provide a video call webinar for staff to explain this please?

Full details of remote invigilation were sent to centres by the EQA Team on 29 May 2020, there are presentations available to train centre staff and ongoing support available.

51. Online tests, what if a student/learner does not have the right devices or access to equipment for online tests, they will be disadvantaged?

Written assignments can be utilised to cover the knowledge element but will need to be applied for as an adaptation.

52. Can online assessment still be carried out in centre if staffing and candidates can agree risk is minimised?

Yes, we are keen to ensure that learners are able to achieve their qualifications where they can do so safely and will actively support centres in doing so. Your centre must meet current government [guidelines](#) or alternatively they can be carried out remotely using platforms like Zoom or Teams, after having been agreed by your EQA.

53. Can a professional discussion be used to cover the knowledge of the qualification rather than the IMI online or IMI assignments?

A professional discussion is not a chosen adaptation method for the knowledge element. There may be instances where a professional discussion may be used as a reasonable adjustment if a learner has reading / writing issues, but proposals will need to be submitted as an adaptation and agreed prior to use.

54. \*What is the approved method of conducting and administering an online test remotely?

The remote invigilation process was sent to all centre co-ordinators on May 29th. Please contact your EQA for further support on this.

55. \*For remote invigilation, what pin number/invigilator password would they use, as we could not give them the invigilators one to log in?

Only approved invigilator will be allowed to conduct remote invigilation and it is up to the centre to determine this. The candidates will NOT be able to see the password of the invigilator if the process is followed correctly as noted in the guidance documents. You must NEVER issue the password or PIN of an invigilator to a candidate. The PIN is an identifier of the individual and all invigilators must have a PIN and password.

56. \*In this format, is the learner doing this online assessment at their home?

The remote online invigilation process has been developed with the use of Microsoft Teams or Zoom Room. All documentation sent to the centres previously. Please contact your EQA for a copy again. Approval is required and it is on a 1 to 1 basis only.

57. \*Are there restrictions on devices to be used to complete remote invigilation events with candidates? I.e. would a phone be sufficient to be used by candidates?



Remote invigilation will only be allowed via Microsoft Teams or Zoom Room and following the guidance regards set up and managing the online assessment. It would not be suitable on a Smart Phone. The candidate has to be seen at all times during the assessment and the invigilator will not view the questions via the systems described above. Please consult with your EQA for further advice and guidance.

**58. \*If a learner takes an online test and fails can we still use adaptation?**

Yes it is possible - however, a suitable Adaptation will need to be used to ensure that a proxy can be applied appropriately. This does not include the Performance Table qualifications where the 2 attempt ruling may have been exceeded.

**59. \*If a learner has passed the online exam but not completed the k unit can we adapt and use the online test?**

The online assessment will be fine and no requirement to complete the written although it would be regarded a good practice and enhance the knowledge of the learner.

**60. \*This suggests a 1-2-1 invigilation. Our QAP is dependent on 30-40 learners taking a paper test in exam conditions at approved centres at a time. Is there another solution for us?**

This process is not applicable to Quality Assured Programmes, this guidance is only related to regulated qualifications. Please speak to your EQA so your options can be explained.

**61. \*We are using IMI ePortfolio and looking to use the IMI written assignments to meet adapted assessment for online exams. How do we evidence this on the ePortfolio?**

The written assignment is within ePortfolio. Once you mark it and pass it will show in the knowledge section, however it will only show as 50% progressed as the online exam is missing. We can see this so if you have agreed adaptations for this we will be aware of the % and can adapt at the point of claim.

**62. \*We use ePortfolio, so for VF02 for example we need to complete the VF02K questions and that is enough for the unit or do we need to do more to satisfy the VF02Q?**

If you are not in a position to progress the candidates through the specific online assessment for the unit the written assessment can be utilised to meet the knowledge requirements. This must be marked by the assessor and made available for audit.

**63. \*Would assignments be phase tests that were optional?**

Yes, the written assignments are sometimes referred to as phase tests. If the learner was unable to complete an online examination than this method could easily be adopted and then be utilised to cover the knowledge element of the qualification.

**64. \*When using the Phase test Assignment currently they can be open book would you be looking at doing these not open book for knowledge?**

Written assignments is the terminology used as phase tests titles were removed in 2010. Open book is permitted. Ask the candidate to draw on their knowledge and skills they have developed through there learning.

65. \*We will be using level 2 phase tests for a proxy for the on-line assessments, providing they meet the minimum pass of 60% is this acceptable as a pass for the online?

The pass mark is 60% and this is the minimum, this applies to L2 and L3 or for some L3 the criteria needs to have been met.

66. \*Can you accept a written assignment without photo evidence?

Written assignments would be submitted to the assessor for marking and there needs to be a form of audit trail to show it is the candidates work. There has never been a requirement for photographs (although some written assignments do request illustrations of systems or wiring). Photographs are generally only necessary for Accreditations or in support of the main evidence (like in support of an observation or a job card write-up).

67. \*Is using IMI practice papers acceptable as a replacement of online exam?

No, we are not accepting the practice papers, it would need to be the actual written assignments for the units.

68. \*Why can't IMI practice online tests, carried out as part of a formative assessment strategy and under exam conditions, prior to lockdown where no student was disadvantaged, not be used as adaptations for VRQ online tests?

It has been agreed that the written assessments are the best form of evidence. Please review the IMI assessment strategies Part A guidance for the details regards written assessments and how these may be utilised.

## Adaptations – Practical

69. I require clarity regarding Adapting assessments. Professional discussion to replace practical demonstration. Do they have to have previously completed the task? Or can the evidence be an explanation of how to complete the task?

Yes, a professional discussion could be utilised for a practical task, however the candidate must be able to recall a time they have undertaken that task. The EQA Team issued additional guidance to centres via email on 29 May 2020 which will give you guidance on adapted methods and the process for submitting a proposal.

70. Would any professional discussion be required to be recorded as evidence?

Yes, if a professional discussion formed part of the agreed adapted methods then you would need to evidence this in the relevant methods, either written, audio or video would be good methods to consider.

71. With a Level 2 Award VRQ, for missing practical's can you sign off if this has been witnessed but not recorded?

The EQA Team issued additional guidance to centres via email on 29 May 2020 which will give you guidance on adapted methods.

72. Are all practical tasks for VRQs expected to be completed if professional discussions are not relevant?

The practical tasks will need to be covered from a range of adapted methods. Full guidance included in the communication from the EQA Team on 29 May 2020.

## Adaptations – Competence / Work based

73. There is no mention of utilising detailed witness testimonies/job cards (signed by a technically competent employer or workplace mentor) being allowable substitutes for observed practical assessments in the workplace for the VCQ. Is this something the IMI would consider?

Yes, the EQA Team issued additional information to centres on 29 May 2020 and supporting guidance can also be found [here](#). Please submit a proposal for approval providing specific details for individual candidates.

74. Will simulation need to be approved?

Yes, the EQA Team issued additional information to centres on 29 May 2020 and supporting guidance can also be found [here](#). Please submit an application for approval providing further information on your proposals.

75. For VCQ, are observations as part of VRQ Technical Certs regarded as simulation and as such can be used within the VCQ?

No, the VRQ practical task cannot be used for a VCQ observation evidence. The EQA Team issued additional information to centres on 29 May 2020 and supporting guidance on proposed adaptation methods can also be found [here](#).

76. \*Please explain remote live assessment.

This would be were the candidate was completing a 'live' assessment and the assessor was observing remotely.

77. \*Is the live/recorded VCQ assessment methods only applicable to candidates being claimed under the ERF claim period?

In line with the VCQ strategy live remote observations can be carried out. This must be applied for through Centres Hub and agreed with your EQA.

## ERF submissions

78. \*What is the deadline for submitting an ERF spreadsheet?

Submission of the ERF to apply for adaptations needs to be completed by 31 July 2020.

**79. Can we submit an ERF after July 31st as we plan to bring learners in to see what we can complete?**

Ideally we would like to identify affected learners therefore if you could submit a form prior to the date. It can be updated after if so required, the urgency is for learners due to complete and progress but there is no deadline for adapted assessments to take place in they are returning.

**80. What is the turn round time from submission of an ERF form to return?**

10 working days, however the EQA will probably contact you soon after it has been assigned to them to review. If you have not received any feedback please contact your EQA, they can review the status of where the form is and provide the necessary advice and guidance.

**81. What would happen after submitting the ERF if we need to modify data?**

Please contact your EQA and we can send the form back to you in order to amend any information.

**82. We have submitted all our ERF forms, on the enquiry form I put them under quality assurance instead of other. Does this really matter?**

No, if the enquiry form has been submitted, it will be attended to. If you have not yet been contacted, then please speak to your EQA who normally deals with your centre.

**83. With regards to the Revised Adaptation to the VCQ for Observations now permitting a WT and PD will the ERF Spreadsheet be updated to include this in the dropdown options?**

To avoid any undue delay, the ERF form will not be altered at this point. Please comment in the free-text box regarding the assessment to be undertaken for the affected candidate(s). The appointed EQA will be reviewing this with the centre.

**84. If you are using e portfolio surely you as the provider can glean all the information needed from that instead of filling in the ERF?**

The candidate's progress of assessments is the responsibility of the centre team. The role of the EQA is to quality assure the processes and it is the responsibility of the centre team to provide the information to support the claim for adaptations. It is not the role of the EQA to check every candidate within the e-portfolio. If this was the case, and multiplied across all IMI e-portfolio centres, the ERF would not be completed in a suitable time frame and the candidates would be disadvantaged especially if they required their certificate.

**85. Do you have to submit an IQA form with the ERF?**

Once the adaptations have been completed IQA records will be required to support the claims. The EQA will advise accordingly. A centre engagement will be conducted as part of the Quality Assurance process.

**86. How do we access the comments/actions following an EQA review for the ERF forms?**

You will be notified of the agreement by your EQA. If there are any actions the form will be returned so that you can see what you may need to do. This may be via a Zoom Room or Microsoft Teams meeting.

## Learners registered on SQA Accredited Qualifications

87. In the previous IMI webinar, a method for administering online test remotely was discussed. I am so keen to be able to offer this to some of my motorcycle students in Scotland.

Yes, we are keen to ensure that learners are able to achieve their qualifications where they can do so safely and will actively support centres in doing so.

They can be carried out remotely using platforms like Zoom or Teams, after having been agreed by your EQA. All documentation sent to the centres previously. Please contact your EQA for a copy again. Approval is required and it is on a 1 to 1 basis only.

88. What has been agreed for Scottish centres or is SQA reporting on this?

It has been concluded that IMI's proposed adjustments are allowed and supported by SQA Accreditation, with [guidance](#) for the continued assessment of SVQ/VRQs for awarding bodies, providers and learners.

To find the latest advice from SQA Accreditation, please see [here](#).

## Apprenticeship Standards

89. What about standards apprenticeship gateway assessments and EPA - is that a delay or reschedule?

The new apprenticeship standards are not covered by the Ofqual Extraordinary Framework, please see our [website](#) for all of the latest supporting information for standards. FAQ's for Apprenticeship Standards can additionally be found [here](#).

90. Do you have any idea of when EPA will re-commence?

We are still running EPA elements now, for knowledge, professional discussions and some routes which can be done remotely. We do have skills assessments planned to start in July.

91. Are these adaption methods relevant to both frameworks and Standards?

The ERF is for qualifications and associated frameworks, however, EPA and standards already have separate agreed adaptations, all the information is on our website.

## Apprenticeship Frameworks

92. I thought the frameworks had been extended to 31 July 2021? I have seen the funding extension for VRQs on the learning aims database?

Funding for individual qualifications may have been extended, however, ESFA have been committed to ensuring that all remaining English apprenticeship frameworks will be withdrawn to new starts on 31 July 2020. Existing apprentices will still be able to complete on the framework, providing they started on or before 31 July 2020. Please refer to the Government guidance for all of the latest information on [frameworks](#).

93. We have a cohort of framework learners currently working towards their Level 2, if we cannot get them completed by 31st July, they will have no FW to go onto and no standard in place, what support can we expect from the IMI?

IMI are committed to support apprenticeship assessments, we are currently approved for 18 routes that cover the majority of the sector, however, if you have a specific specialism that is not currently covered by an approved Standard then you need to look at setting up a trailblazer group with the Institute for Apprenticeships. They have full details and guidance on their [website](#) and also have relationship managers who can guide you through the process.

94. Is the registration date for the old frameworks going to be extended or is it still the end of July?

ESFA have confirmed that registrations on English Frameworks will close at the end of July 2020.

## Timescales

95. Colleges are not expected to “open” from the 15th June for students - there is an expectation of only having a few in at a time. We are concerned this will disadvantage a number of students?

The timescales for colleges has been set by the DfE with full guidance detailed [here](#) Regulatory guidance for centres, by which we are governed, can be obtained [here](#). We are keen to support you and where possible enable learners to progress to the next stage of their lives or careers without further disruption. We have provided further guidance on the processes involved [here](#).

96. Considering the timescales here, and most colleges won't have students back in fully if at all before September, is it likely the deadlines will be extended? We can't all clear our diaries for the next two months?

The timescales have been set in line with Regulatory guidance, with further information for centres available [here](#).

We are in constant communication and if there are any extensions to the timings, we will be keeping our centres informed through our regular channels.

97. Is there a deadline for submitting proposed adaptation models?

The temporary framework is to cover learners that would have been assessed up to 31 July 2020. The window for submitting proposed adaptation models opens on 1 June but there is no deadline to submit the proposed adaptations by, the indicated window is solely to support you to allow a more flexible approach as soon as you are able to, however IMI approval is required before commencing adapted assessments.

There is no deadline by which adapted assessments must take place.

### 98. How will this effect learners due to finish in 2021?

The temporary framework is designed to support learners finishing in this academic year. Should this be reviewed by DfE or Ofqual then we will communicate this out to our centre network with additional guidelines if applicable.

## Regulatory Compliance

### 99. I think it's a bit strong to wield the big stick of maladministration.

A full clear auditable trail needs to be in place at all centres and is subject to audit at EQA monitoring visits, this is a clear stipulation by the Regulators and IMI. Malpractice/Maladministration may result from the failure to maintain appropriate auditable records or systems, which may include, or lead to, inaccurate claims for certificates (including certificates claimed 'in error') or even the deliberate falsification of records in order to claim certificates. IMI aim to be transparent with all potential implications with the overarching aim to ensure that we can issue valid and reliable results to as many eligible learners as possible.

## Further information

### 100. Are the slides going to be shared after the Webinar?

The slides are available on our [website](#). People who registered and provided their email address will have received an email with a link to access the slides.

### 101. Could you confirm who will receive the Learner Data form? Will it go to our Quality Team, Centre Admin or main Centre Contact?

The main centre contact, the Centre Co-ordinator will be the person for all IMI communications to centres. Please do contact your centre co-ordinator to make sure you receive the information. If you have any difficulties do let us know.

### 102. Why are Pearson's Edexcel BTEC VRQ's at L2 and L3 accepting calculated grades when the equivalent IMI qualifications are adapted or delayed?

Awarding organisations may not always use the same approach for similar qualifications. This is because the approach taken depends on the purpose of the qualification, its assessment design and how it is delivered, which can legitimately differ between similar qualifications, and even those with the same title.

For example, if the practical elements of one qualification had not been assessed before Covid-19 restrictions began, the awarding organisation may need to delay that practical assessment, whereas another awarding organisation offering a similar qualification where the practical element was completed earlier in the course may be able to adapt or calculate the remaining part of the qualification.

Each awarding organisation has been working closely with the regulators to determine and agree the appropriate mitigation approach to ensure that we can issue valid and reliable results to as many learners as possible.





103. \*The same qualification offered by another awarding organisation has their Knowledge criteria of the qualification as calculated, why is this not the same with IMI?

In line with other AO's, IMI E3 and Level 1 are now set at calculate. Level 2 and Level 3 qualifications that are equivalent have been agreed across all AO's and are set to adapt or delay

104. \*I don't have a pin to log into get the material needed

Please contact your EQA. The process needs to be done by the Centre Co-ordinator at the centre, we do have guidance on this if they can contact us.