

September 2012

Transition of Key Skills to Functional Skills

Q. What is the last date I can register my learners for Key Skills?

A. The final date for registering and enrolling learners for Key Skills and any BTEC Apprenticeships containing Key Skills is 30 September 2012.

The Final date for learners' certification for Key Skills is 30 September 2013, with final test opportunities earlier in the month.

Q. How will this change impact our current BTEC Apprenticeships approvals?

A. Onscreen on-demand Functional Skills will replace Key Skills within the BTEC Apprenticeship on Edexcel Online. There will still be a one-click registration and with one single invoice issued.

Paper-based functional skills will still be available but not available with BTEC Apprenticeships.

Q. Do we need to gain approval for Functional Skills within BTEC Apprenticeships to show on Edexcel Online?

A. From 1 October 2012, all your existing Apprenticeships containing Key Skills will be updated to contain the relevant Function Skills components, maintaining your existing MAS codes. New approvals will also be available with Functional Skills from that date as and when required.

Q. Will the changes have an impact on our Essential Skills Wales and Core Skills approvals?

A. No, these will be unaffected. Approvals and registrations will continue without any changes. Essential Skills Wales remains the only basic skills qualification offered in Wales and Core Skills in Scotland.

Q. Will we have the option of selecting different levels for Functional Skills within the framework?

A. Yes. When registering your learners for the BTEC Apprenticeship, this will include both Level 1 and Level 2 Functional Skills. Intermediate apprentices require Functional Skills at level 1 but will be able to over achieve within the Apprenticeship frameworks.

Q. Do you offer an on-demand ICT Functional Skills Test?

A. From 8 October 2012 we will conduct an on demand ICT Functional Skills Pilot.

Due to the nature of the ICT assessment it will work slightly differently to the Maths and English components. Registrations and entries will still be made through Edexcel Online. To allow a realistic experience for the learner, assessment will be conducted onscreen but not through our onscreen testing platform, as such allowing access to your normal software to complete the assessments. The assessment materials will be made available

to you and submitted back to us electronically through Edexcel Online. Further guidance on this process will be made available shortly.

If you intend to conduct ICT FS assessments with us prior to mid November please contact your account specialist to discuss your requirements.

Q. Will I get charged for Functional Skills Onscreen bookings if part of BTEC Apprenticeship?

A. No, the fee is incorporated within the registration fee of the BTEC Apprenticeship. However learners who need to sit the test more than once will be charged the standard resit fee.

Q. Will it be possible to move those learners already registered on BTEC Apprenticeships containing Key Skills to the Functional Skills version?

A. After 1 October there will be a process that will allow you to add the Functional Skills registrations to your existing Key Skills BTEC Apprenticeship learners without further charge. Please contact your account specialist for more details.