

23 February 2015

Our Ref: RO32/2015

Dear Responsible Officer

Reviewing the scope of your Recognition

In our recent letter (RO31/2015), we explained that we want to make sure we have an accurate and agreed record of the range of qualifications you are recognised to offer. We are therefore giving all awarding organisations an opportunity, between now and 31 March 2015, to review the scope of their Recognition as it is described on RITS and, if necessary, to surrender part of the Recognition described by RITS which you do not wish to retain.

It is important that the scope of your Recognition is appropriate for your organisation. This is because, according to the Apprenticeships, Skills, Children and Learning Act 2009, any qualification you offer in England (and any vocational qualification you offer in Northern Ireland) that falls within the scope of your Recognition is a regulated qualification. If the scope of your Recognition is broader than it needs to be, this means that you could be offering qualifications which you think are unregulated but which are regulated. This situation could put you at risk of future enforcement action.

As a consequence of changes over time to the statutory framework for regulated qualifications and to our IT systems, it is possible that RITS describes the scope of your Recognition more broadly than you originally intended it to be. We are therefore giving you an opportunity between now and the end of March to review the scope of your Recognition and, if necessary, to ask for it to be defined more tightly. To be clear, this is not a mandatory exercise, but an opportunity for you to clarify the scope of your Recognition to help you manage your compliance.

We have enclosed with this letter the following documents:

1. An Annex of data presented in two tables. The first table sets out how the scope of your Recognition is currently defined in terms of qualification type, level, and sector/subject area on RITS. The second table lists the qualifications you have submitted to the Register by type, level and sector/subject area.

2. A list of all the sector/subject areas supported by RITS.
3. A form titled: Notice of Partial Surrender of Recognition. If you decide, after reviewing the current scope of your Recognition, that you want to amend the scope of your Recognition, then you will need to complete and return this form to us by 31 March 2015.

We suggest that you review the information provided in the first document and consider whether the scope of your Recognition appropriately reflects the regulated qualifications that you offer now and plan to offer in future; and whether any qualifications that you currently offer as unregulated fall within the scope of your RITS permissions. To inform your review, you may wish to consider the explanatory notes on the form about the different ways in which you could choose to describe the scope of your Recognition.

If, having done this, you are satisfied that the scope of your Recognition is appropriate, you do not need to do anything further. The information on RITS will remain as it is set out in the enclosed document. It would help with our planning, however, if you could email regulatory.relationships@ofqual.gov.uk confirming that you do not wish to make any changes.

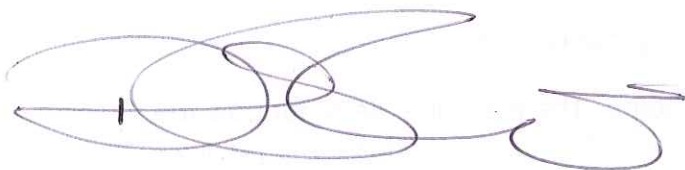
Alternatively, if you conclude from your review that you want to change the scope of your Recognition, you will need to complete and return the enclosed form to us by 31 March 2015, either by emailing it to regulatory.relationships@ofqual.gov.uk, or by posting it to the Regulatory Relationships Team using the postal address above.

If you are also regulated by the Welsh Government, you can also use the form to confirm that you want the reviewed scope of your Recognition to apply in Wales. You must ensure you are already recognised in Wales to offer all regulated qualifications within your revised scope. We will then provide these details to the Welsh Government and they will follow up directly with you about arrangements for recognition in Wales and the transition to Qualifications Wales.

After you have sent us your completed form, we will acknowledge your request and send you a confirmation of how the changes you have requested will appear on RITS. At that point you will have 14 days to tell us if you do not want to go ahead with the changes. If you do not respond we will then proceed to make the necessary changes to RITS. This will include the surrender of any aspects of your Recognition that you have requested.

If you have any questions about this letter, please get in touch with the regulatory relationships team by emailing regulatory.relationships@ofqual.gov.uk.

Yours sincerely



Rosemary Carter
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