

Additional Certificate Requirements

WITHDRAWN

This document has been removed or replaced



September 2011

Ofqual/11/4994

Additional Certificate Requirements

This document details the additional certificate content an awarding organisation must include in the regulated qualification certificates and credit certificates it issues. These additional requirements do not apply to unit certificates which awarding organisations may issue. This document must be read and complied with in conjunction with the requirements on certificates in the *General Conditions of Recognition*.

An awarding organisation must ensure that the design and production of each certificate it issues in relation to a regulated qualification or credit award which it makes available includes the following requirements clearly and distinctly expressed on the front of the certificate:

1. the full name of the awarding organisation as recognised by Ofqual
2. the full name of the Learner as registered
3. for qualification certificates the Qualification Number or for credit certificates Unit Reference Number/s as assigned on the Register
4. the level of attainment of the Learner
5. the level of the qualification or credit
6. the date (day/month/year) the awarding organisation confirms the Learner's attainment by issue of a certificate
7. Ofqual's logo in line with Logo Requirements which may be published by Ofqual and updated from time to time
8. for credit certificates a statement that indicates that the learner has been awarded credit.

An awarding organisation may include other relevant logos, including those of other regulators where appropriate.

We wish to make our publications widely accessible. Please contact us if you have any specific accessibility requirements.

First published by the Office of Qualifications and Examinations Regulation in 2011

© Crown copyright 2011

You may re-use this publication (not including logos) free of charge in any format or medium, under the terms of the [Open Government Licence](#). To view this licence, [visit The National Archives](#); or write to the Information Policy Team, The National Archives, Kew, Richmond, Surrey, TW9 4DU; or email: psi@nationalarchives.gsi.gov.uk.

This publication is also available on our website at www.ofqual.gov.uk

Any enquiries regarding this publication should be sent to us at:

Office of Qualifications and Examinations Regulation	
Spring Place	2nd Floor
Coventry Business Park	Glendinning House
Herald Avenue	6 Murray Street
Coventry CV5 6UB	Belfast BT1 6DN

Telephone 0300 303 3344

Textphone 0300 303 3345

Helpline 0300 303 3346