

## Exemptions to qualification funding approval moratorium: new qualifications in response to economic need (M3)

From 1 September 2020, we (DfE) introduced a moratorium on approving new qualfications at level 3 and below for funding. This means we stop considering new regulated qualifications for funding approval, for students aged 16 and over (including 19 plus) unless they can be classed as exemptions as defined in the [**Reviewing qualifications and components during the moratorium** section of the Qualifications funding approval manual](https://www.gov.uk/government/collections/qualifications-approved-for-public-funding).

This form is for you (awarding organisations) to use from **August 2023**, to tell us about any new qualifications that you want us to consider during the moratorium because the qualification responds to a particular economic need (exemption type 3). This form is only for qualifications that are regulated from 1 September 2020.

This exemption applies only to new qualifications that are:

* Category 1: qualifications from level 1 to level 3 which have been designed to respond to an economic downturn (‘economic shock’) at regional level or across several regions, and where there is a significant impact (for example, a qualification designed to prepare for or to support entry into a new job role in a specific occupation following redundancy or where there are significant skills shortages), including qualifications linked to occupational regulation
* Category 2: qualifications from level 2 to level 3 (and by exception at level 1) which have been designed to respond to a new or emerging skills priority (for example, delivering the transition to net zero and supporting green jobs) or a qualification designed to address a new skill need in a particular area, such as agriculture technology in a rural area)
* Category 3: qualifications from level 2 to 3 that support entry into specific job roles in sectors that are in government priorities, where there is not already sufficient provision in that sector
* Category 4: qualifications at level 2 and level 3 which have been designed to respond to emerging or changed job roles in a specific occupation (for example, a qualification designed to support automation in an existing job role or greater specialisation in a job role or to support digital health care practice), including qualifications linked to occupational regulation

**You should use this form only after reading the moratorium exemption type 3 approval criteria section of the 2023 to 2024 Funding Manual.**

Moratorium exemption type 3 has four [categories](https://www.gov.uk/guidance/qualification-funding-approval/other-approval-principles-reviewing-qualifications-during-the-moratorium)

* The qualification only needs to meet the criteria of one category to be approved.
* We ask awarding organisations to ensure that applications under this moratorium exemption type address the criteria of the specific category selected.
* We consider it is highly unlikely that any single qualification will meet the criteria of all four categories and so we request that awarding organisations focus their applications and evidence on the category and criteria that the qualification can meet.
* Selecting all four categories does not advance the case for approval.
* When you are considering whether to apply for an exemption type 3, we draw your attention to the following in particular:
	+ regardless of category applied for, an awarding organisation must show that the qualification submitted has been developed in direct response to a particular and urgent need that is impacting the economy at a national or regional level.
	+ the above must be substantiated with evidence.
* Such qualifications should either:
	+ enable the holder to job-ready for a specific job role in an occupation that is urgently needed in direct response to the particular economic need articulated.

and/or

* + equip those already in post within that specific occupation with new job-specific skills that are urgently needed in direct response to the particular economic need articulated.
* We will not approve qualifications which deliver just information, are awareness-raising, where we consider in-house training is more appropriate or designed for roles that are additional responsibilities to a substantive job role. Funding such training is the responsibility of the organisation concerned.

## Section 1 – Contact details

|  |  |
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| **Contact name** | Click or tap here to enter text. |
| **Organisation name** | Click or tap here to enter text. |
| **Contact email address** | Click or tap here to enter text. |

## Section 2 – Qualification details

Tell us which qualification you want us to review, and use the details you have entered in Ofqual’s [Register of Regulated Qualifications](https://register.ofqual.gov.uk/).

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| **Qualification reference number** | Click or tap here to enter text. |
| **Qualification title** | Click or tap here to enter text. |
| **Qualification level** | Click or tap here to enter text. |

## Section 3 – Funded offers

Which of our funded qualification offers do you want us to review this qualification for? Choose all of the offers that apply. You must make sure that the qualification meets all of the funding approval principles for each offer that you choose.

16 to 19

Advanced learner loans

Local flexibility offer (funded by the ESFA through the Adult Education Budget)

Tell us the primary purpose and learning outcomes of the qualification (*200 words maximum*)

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| Click or tap here to enter text. |

What specific occupation(s) does the qualification support entry to? (*200 words maximum*)

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| Click or tap here to enter text. |

Please clearly outline the rationale for the age ranges you have selected. (*200 words maximum*)

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| Click or tap here to enter text. |

Which of these categories for exemption type 3 does your qualification fit into?

Only complete this section after **reading the category details** in the moratorium exemption type 3 approval criteria section of the 2023 to 2024 Funding Manual.*(Select all categories that apply)*

Category 1: The qualification (*level 1 to 3*) responds to an economic downturn (‘economic shock’) at regional level or across several regions and where there is a significant impact

Category 2: The qualification (*levels 2 to 3 and by exception at level 1*) has been designed to respond to a new or emerging regional skills priority

Category 3: The qualification (*levels 2 and 3*) is in a government priority sector and supports entry into specific job role and where there is not already sufficient provision in that sector

Category 4: The qualification (*levels 2 and 3*) responds to emerging or changed job roles in a specific occupation

Why does the qualification fit into the categories you have selected above? *(200 words maximum)*

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| Click or tap here to enter text. |

Tell us about other information that supports your exemption request. This could include:

* evidence identified through a regional skills plan
* evidence linked to government sector priorities or other strategic skills based strategies and plans
* evidence of support from Skills Advisory Panels
* support from the Mayoral Combined Authority/Greater London Authority
* support from the Local Enterprise Partnership
*(200 words maximum)*

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| Click or tap here to enter text. |

### Qualification specification

Please provide a hyperlink to the qualification information on your website. You do not need to complete a separate advanced learner loans submission form for this qualification.

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| Click or tap here to enter text. |

Email your completed form for Qualifications.approval@education.gov.uk

**Department for Education: privacy notice for Awarding Organisations submitting information on forms in relation to funding approval for their qualifications.**

Last updated: 11 July 2023
Date of next review: 06/2024

We might make changes before the review date. Check regularly for updates.

This privacy notice explains how the Department for Education (DfE) uses personal information in the forms that awarding organisations submit in relation to and support of funding approval for their qualifications. This includes information you give to us, or information that we may collect about

# What we need.

We will collect the following types of personal information, some of which may be special category data, directly from you:

* Your name
* Your email address
* Your organisation
* Your Awarding Organisation recognition number
* Secondary contact details (Name, email address)

# Why we need it and what we do with it.

We collect and process your personal information to:

* We need your data so we can contact and inform you of funding approval decisions for your qualifications submission(s).
* We need your data to seek further clarification and information where necessary.

# Do we share your personal information?

If the law allows it, we might share your personal information with other parts of DfE including the Education and Skills Funding Agency (ESFA), and with other government departments.

We will share your personal information with:

* organisations that request information to help prevent and detect crime or fraud.

# What are your rights?

You have rights about how and why your information is collected and used.

These include:

* The right to see the personal information we have about you – this is called ’right of access’
* The right to ask us to change any information you think is not accurate or complete – this is called ‘right to rectification’
* The right to ask us to delete your personal information – this is called ‘right to erasure’
* The right to ask us to stop using your information – this is called ‘right to restriction of processing’, and
* Your ‘right to object to processing’ of your information

For more information on your rights, please see the [ICO website](https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/).

# Finding out what information we have.

You have the right to ask for access to your personal information. This is known as a subject access request (SAR).

To make a SAR, you can use the [DfE contact form](https://form.education.gov.uk/service/Contact_the_Department_for_Education).

Or you can post your request to the Data Protection Office at the above address.

Include as much information as you can about the information you need. Include the years you need the information for. If possible, tell us which part of the department holds the information. You’ll also need to tell us your telephone number and address.

We may need to check your identity and your right to access the information you’re requesting. To check your identify, we may ask for a copy of your passport, photo driving licence or proof of your address.

We’ll try to respond to your request within one month. But, if your request is complex, this could take a further two months, but we’ll tell you if this is the case.

If you would like to see a copy of the personal information we hold about you, this is called a Subject Access Request, or SAR, see here for further details.

# How to contact us or make a complaint

If you have a question, or feel your data has been mishandled, you can contact us by:

using our secure [DfE contact form](https://form.education.gov.uk/service/Contact_the_Department_for_Education)

or writing to:
Emma Wharram
Data Protection Officer
Department for Education (B2.28)
7 & 8 Wellington Place
Wellington Street
Leeds
LS1 4AW

You can also complain to the ICO by writing to:

Information Commissioner’s Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
SK9 5AF

Helpline number: 0303 123 1113.  Or use the online [ICO contact form](https://ico.org.uk/global/contact-us/)

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