

Supplementary notes regarding credit and grading of the BTEC Level 2 Firsts in Business

To supplement:

1. Rules of combination for Edexcel BTEC Level 2 First qualifications (page 7)
2. Calculation of the qualification grade (page 12)
3. Annexe G - examples of calculation of qualification grade above pass grade (pages 371-373)

Calculation of the overall grade

Edexcel will automatically calculate the qualification grade for learners when the learner unit grades are submitted by a centre. The overall grade is calculated based on the rules of combination for the qualification, in the following way:

1. The mandatory units are selected and the points allocated and credit applied as in the following table
2. The best graded optional units are then selected, within the rules of combination
3. If the amount of credit needed for the qualification is within a higher graded unit, Edexcel will utilise the proportion of the unit to complete the overall grade calculation. Any surplus credits will be listed on the Notification of Performance.

Credit

The qualification is comprised of units with defined credits (this is estimated as being one-tenth of the learning time needed for an average learner) at an ascribed level. The overall qualification is determined by defined rules of combination as prescribed in the specifications. All units are graded as Pass, Merit and Distinction. Using the grading grid, assignments are created by centres to enable learners to be able to meet the criteria at Pass, Merit or Distinction; to gain an overall unit grade of Merit all the Pass criteria and all the Merit criteria must be achieved, and to achieve the overall grade of Distinction all the Pass, Merit and Distinction criteria must be achieved.

To gain the unit learners must achieve, as a minimum, the Pass grade; the Pass grade is in effect the gaining of the credit for the unit, and this contributes to the overall qualification grade. All units must be passes within the rules of combination to achieve the overall qualification. Please note that - unlike the NQF BTEC Firsts and Nationals where there was compensation (learners passing the qualification by compensating for not passing a unit(s) having gained Merit or Distinction grades in another unit(s)) - all units must be passed to achieve the qualification.

The table below shows the number of points scored per credit at the unit level and grade

Unit QCF level	Points per credit		
	Pass	Merit	Distinction
Level 1	3	4	5
Level 2	5	6	7
Level 3	7	8	9

Learners who achieve the correct number of points within the ranges shown in the 'qualification grade' table below will achieve the qualification Pass, Merit, Distinction or Distinction* grades.

Qualification	Points range			
	Pass	Merit	Distinction	Distinction*
BTEC Level 2 Certificate	65-84	85-94	95-99	100 and above
BTEC Level 2 Extended Certificate	140-169	170-189	190-199	200 and above
BTEC Level 2 Diploma	290-339	340-379	380-399	400 and above

Important notes regarding Annexe G - examples of calculation of qualification grade above pass grade

Please note that this Annexe within the specification is for illustrative purposes only - the examples given do not apply to the specification for BTEC Level 2 Firsts in Business. See below for additional examples which are based on this specification.

The qualification rules of combination are agreed at accreditation, utilising the agreed units and their associated credits. All of the units within the structure of the BTEC Firsts in Business are at Level 2 with the exception of Unit 5: Using Office Equipment (Level 1) and Unit 17: Starting a Small Business (Level 3). Other than these optional units, there are no units available at other Levels within the rules of combination.

Meeting Local Needs

In order to meet local needs, centres are permitted to import a prescribed maximum number - as determined within the rules of combination within the specification - of Level 2 units from other QCF accredited BTEC Level 2 Firsts through Edexcel Online.

Example 1 - Achievement of Pass Qualification Grade

A learner completing a 15-credit Edexcel BTEC Level 2 Certificate achieves the credit required to gain a **Pass** qualification grade, but does not achieve the points required to gain a **Merit** grade.

	Level	Credit	Grade	Grade points	Points per unit = credit x grade
Business Purposes	2	5	Pass	5	$5 \times 5 = 25$
Business Organisations	2	5	Pass	5	$5 \times 5 = 25$
Financial Forecasting for Business	2	5	Merit	6	$5 \times 6 = 30$
Qualification Grade Totals		15	Pass		80

Example 2 - Achievement of Merit Qualification Grade

A learner completing a 15-credit Edexcel BTEC Level 2 Certificate achieves the points required to gain a **Merit** qualification grade.

	Level	Credit	Grade	Grade points	Points per unit = credit x grade
Business Purposes	2	5	Pass	5	$5 \times 5 = 25$
Business Organisations	2	5	Merit	6	$5 \times 6 = 30$
Providing Business Support	2	5	Merit	6	$5 \times 6 = 30$
Qualification grade totals		15	Merit		85

Example 3 - Achievement of Distinction Qualification Grade

A learner completing a 15-credit Edexcel BTEC Level 2 Certificate achieves the points required to gain a **Distinction** qualification grade.

	Level	Credit	Grade	Grade Points	Points per Unit = Credit x Grade
Business Purposes	2	5	Merit	6	$5 \times 6 = 30$
Business Organisations	2	5	Merit	6	$5 \times 6 = 30$
People in Organisations	2	5	Distinction	7	$5 \times 7 = 35$
Qualification grade totals		15	Distinction		95

Example 4 - Achievement of Merit Qualification Grade

A learner completing a 30-credit Edexcel BTEC Level 2 Extended Certificate achieves the points required to gain a Merit qualification grade.

	Level	Credit	Grade	Grade Points	Points per unit = credit x grade
Business Purposes	2	5	Merit	6	$5 \times 6 = 30$
Business Organisations	2	5	Pass	5	$5 \times 5 = 25$
Financial Forecasting for Business	2	5	Distinction	7	$5 \times 7 = 35$
Using Office Equipment	1	5	Merit	4	$5 \times 4 = 20$
Personal Selling in Business	2	5	Merit	6	$5 \times 6 = 30$
The Marketing Plan	2	5	Merit	6	$5 \times 6 = 30$
Qualification grade totals		30	Merit		170

Example 5 - Achievement of Merit Qualification Grade

A learner completing a 60-credit Edexcel BTEC Level 2 Diploma achieves the points required to gain a Merit qualification grade.

	Level	Credit	Grade	Grade points	Points per unit = credit x grade
Business Purposes	2	5	Merit	6	$5 \times 6 = 30$
Business Organisations	2	5	Pass	5	$5 \times 5 = 25$
Financial Forecasting for Business	2	5	Distinction	7	$5 \times 7 = 35$
People in Organisations	2	5	Distinction	7	$5 \times 7 = 35$
Training and Employment in Business	2	5	Merit	6	$5 \times 6 = 30$
Personal Selling in Business	2	5	Pass	5	$5 \times 5 = 25$
The Marketing Plan	2	5	Distinction	7	$5 \times 7 = 35$
Business Communication Through Documentation	2	5	Merit	6	$5 \times 6 = 30$
Business Online	2	10	Merit	6	$10 \times 6 = 60$
Starting a Small Business	3	10	Pass	7	$10 \times 7 = 70$
Qualification grade totals		60	Merit		375