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# 1. What is external examination?

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- External examination is the form of standards verification undertaken for Edexcel BTEC Level 4 and 5 Higher Nationals, Edexcel BTEC Foundation Art and Design and other professional qualifications at levels 4 and above.
- Standards verification how we check that centres are operating quality assurance and assessing to the right standards. External examination relates to centres operating programmes in the manner associated with higher education or qualifications in a professional context.
- Standards Verifiers for external examination (SV (EEs)) will support you in demonstrating that you are working to the standards and addressing areas of weakness, through providing advice and information.
- The SV(EE) will also address how far centre-wide processes and procedures are being applied effectively and consistently in your programme area.

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# 2. Why is it important?

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- To provide thorough review of assessment and verification against national standards.
- To ensure that correct processes and procedures are being applied consistent with qualifications at higher levels.
- To encourage centres to continue to deliver best practice in vocational assessment.
- To provide a detailed report on verification and assessment practice for the relevant programmes.

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# 3. Who is involved?

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- *For the centre:* the Programme Leader, members of the team of assessors and internal verifiers and the Quality Nominee.
- *For Edexcel:* the Standards Verifier (EE).

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# 4. When does it take place?

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Normally external examination takes place through an annual visit. If appropriate, this may be timed to fit with your assessment board processes towards the end of the academic year, but this is not necessarily required.

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## 5. How does external examination work?

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- Your Quality Nominee is notified that SV(EE)s have been allocated, normally during the Autumn term. The Quality Nominee should contact relevant centre managers and Programme Leaders.
- The SV(EE) will contact your Quality Nominee in the first instance.
- An appropriate visit date is agreed and visit plan is agreed. The SV(EE) will submit a copy of this visit plan to you.
- The SV(EE) works collaboratively with you to consider and review the quality of the assessment planning, the validity of the assessment decisions and the consistency of the assessment process.
- A report on the effectiveness of processes and assessment decisions is produced by the SV (EE). Where necessary certification may be blocked until appropriate remedial action is taken.



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