

Special Considerations – BTEC Internally Assessed Units Frequently Asked Questions (FAQs)

Centres can apply for special consideration for a registered learner. To assist centres here are some frequently asked questions that may be useful when preparing a submission using the Form SC1.

1. Can I apply for special consideration for my learner at the end of the programme/course if they have missed internal assessments and have gaps?

If a registered learner has been subject to an unforeseen prolonged illness or other misfortune during the period when the work was being produced, it may, in some circumstances, be possible to apply a special consideration. However, the JCQ guidance is very clear that all assessment objectives must have been covered at least once, this guidance should be referred to before submission of a special consideration is made.

2. If a learner has joined the programme/course late, can we apply for special consideration for this learner?

It is the centre's responsibility to recruit with integrity and learners who join a programme/course late should be supported with additional guided learning hours to ensure all internal units are covered for eligibility and certification. Special consideration is not appropriate in this situation.

3. Can we apply for special consideration if a centre or learner loses assessment work?

In this case please complete Form 15: Notification of Lost Centre Assessed Work.

4. There was a mix up at my centre and staff changes meant the incorrect unit combination was delivered and assessed to learners, can I apply for special consideration for the whole cohort?

This is not a special consideration request; the issue should be referred to Pearson as per the centre policy for maladministration issue and support will be offered by the appropriate Centre Quality Manager and/or Investigations department.

5. I have a learner who has ongoing health issues and hospital treatment, should I apply for special consideration when they have their first treatment(s) or wait until the end of the programme/course and see how things go?

It is advisable to apply for special consideration as soon as an issue like this occurs, this way we can offer advice and guidance to ensure the learner is not disadvantaged. It is important to note that every situation is different and will be treated as such.

6. What evidence should I submit with the SC1 form?

There is no exhaustive list, however, attendance records, GP letters, hospital appt or referral letters are all helpful to support any special consideration request