



Pearson

# Scottish Credit and Qualifications Framework (SCQF) Credit Accumulation and Transfer Policy

Quality Services and Governance

## Who and what is this policy for:

This policy is for centres who are seeking to help learners to transfer their credit or unit achievement from SQA accredited qualifications to Pearson from another awarding organisation.

# Pearson Education Ltd – Our Mission and Values

Welcome to Pearson, the world's leading learning company. We have a simple mission: to help people make more of their lives through learning. Whether it's at home, in the classroom or in the workplace, learning is the key to improving our life chances. We are the UK's largest awarding body and we are regulated by Ofqual (England), SQA Accreditation (Scotland), CCEA Regulation (Northern Ireland) and Qualifications Wales (Wales). We offer academic and vocational qualifications that are globally recognised and benchmarked, with educational excellence rooted in names like Edexcel, BTEC, and LCCI.

Our regulatory policies are integral to our approach and articulate in a consistent way how we meet regulatory requirements. These policies are designed to support centres and learners with the design, delivery and award of Pearson qualifications and services.

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### SCQF Credit Accumulation and Transfer Policy

Owner Customer Operations Manager

Authorised by Responsible Officer

March 2018 version 3 DCL 1: Public (Unclassified)

Ratified by PUKLT April 2018

# 1. Scope of policy

- 1.1 This policy applies to all Pearson SQA accredited qualifications for use in Scotland on the [Scottish Credit and Qualifications Framework](#) (SCQF).

## 2. Policy statement

### What is SCQF Credit Accumulation and transfer?

- 2.1 Each unit within an SQA accredited qualification has credit value. The qualifications are designed to allow learners to transfer unit credits achieved with one awarding organisation to another.
- 2.2 Credit value and unit achievement for qualifications on the SCQF are issued on the certificate from the originating awarding organisation. Credit value is not automatically accepted for entry or transfer to another qualification or learning programme.
- 2.3 We issue unit certification for all completed units (where a fall back, interim or full award claim has been requested). This allows learners to transfer unit credits achieved from Pearson to another awarding organisation.
- 2.4 Only full unit credit achieved and recognised by an awarding organisation is eligible for transfer. Partial credit cannot be transferred.
- 2.5 The final decision about credit value that can be transferred rests with the organisation providing the qualification for which credit transfer is sought – the receiving awarding organisation.

### How to transfer credit

- 2.6 You must verify the learner and the achievement before submitting a credit transfer.
- 2.7 If a learner wants to transfer unit credits achieved from another awarding organisation to us, you should first check that the claim is valid by matching the credit claimed with the qualification for which the learner wants to claim credit. You need to check the following:
- Unit level
  - Credit value
  - Qualification and subject content.
- 2.8 You must also check that the credits fall within the rules of combination for the qualification. You can find the rules of combination in every qualification specification available on our website <http://qualifications.pearson.com>. Please see other Awarding Organisation websites for information on their qualifications: <http://register.ofqual.gov.uk/Organisation>.

### Where to submit your credit transfer

- 2.9 You need to submit your credit transfers, with a copy of the certificate issued, to our Special Requirements team by email to [uk.special.requirements@pearson.com](mailto:uk.special.requirements@pearson.com). We will authenticate the credit value within the rules of combination for the qualification against which credit is being claimed.
- 2.10 The final decision about whether credit value can be transferred rests with us if we are awarding the qualification for which credit is being claimed.

### 3. Regulatory references

3.1 SQA Accreditation requires all awarding organisations to establish and maintain their compliance with regulatory principles. As part of this process, policies that relate to Pearson's status as an Awarding Organisation will reference the particular principles that they address.

3.2 This policy addresses the following regulatory principles:

SQA Regulatory Principles (2014)	
The awarding body shall ensure that its qualifications and their assessment are inclusive and accessible to learners.	Principle 11

### 4. Policy review date

4.1 This policy will be reviewed in March 2019.

### 5. Useful contacts

5.1 Our Special Requirements team are available to discuss and support your needs, you can contact us by telephone on 0844 463 2535 or by email: [uk.special.requirements@pearson.com](mailto:uk.special.requirements@pearson.com)