

Attn: Pearson EDI approved centres

One90 High Holborn
London
WC1V 7BH

24 July 2015

Dear colleague

Important update on Pearson Qualification Management Application (QMA)

I am writing to update you on discussions held between the Skills Funding Agency (SFA) and Pearson in relation to issues associated with the launch of QMA. We want to assure you that we have been in touch with the SFA to alert them to the issues that some centres are experiencing and to understand what contingencies might be put in place to help mitigate any significant negative impact on your funding and/or achievement rates. These discussions related specifically to any shortfall in performance which may arise due to learners being unable to complete in this academic year.

The SFA has asked me to reiterate that you have up until 23 October 2015 to submit data to them for learners who have completed outstanding tests and therefore achieved the qualification in 2014/15. As long as tests are taken before 1 August 2015 and data for learners is submitted to the SFA by 23 October, any delays to the dates on which learners took the tests or were certificated will not affect funding or overall achievement rates.

The certificates you claim for these learners will be dated with the achievement date rather than the date the certificate is printed. Where the qualification is tested, the achievement date reflects the date the test was taken. Qualifications completed by the 31 July 2015 will be funded by the SFA. Please note that this assumes that you have not exceeded your funding allocation for the 2014/15 funding year.

In order for the SFA to understand the impact on providers (including those delivering ESF programmes) where the QMA issues have resulted in learners having to take tests after 31 July 2015 (i.e. in the 2015/16 academic year rather than 2014/15), we have agreed to collect information linked to learners and providers affected and share this with the SFA. **We will publish a template next week** and would be grateful if you could complete this to let us know the details of any learners impacted, who you can clearly demonstrate would have completed before 31 July 2015 under normal circumstances.

Once available, the template can be downloaded from our website:

<http://qualifications.pearson.com/en/support/Services/qualifications-management-application/service-update.html>

The template will require information from you about learners whose Individualised Learning Record (ILR) planned end date falls within 2014/15 but who now will have to complete tests and therefore achieve the qualification in the 2015/16 academic year due

to the issues associated with the QMA. It will need to be returned to us by Friday 28th August 2015.

Please note that the template will need to be completed by the company who holds the SFA contract. If you are a sub-contractor to the SFA fund holder, you will need to work with your Prime Contractor to submit the form to Pearson.

We will then be able to validate this data and confirm with the SFA that these learners have been directly impacted by the QMA issues and provide the SFA with a clearer picture of the scale of the impact as a result of completions with a planned end date of 2014/15 now rolling into the 2015/16 academic year. The SFA will then consider whether any contingencies are required for providers significantly and adversely impacted by the QMA issues.

The SFA has also confirmed that 2015/16 funding allocations will not be amended as a result of QMA performance issues that arose in the 4th quarter (1 May to 31 July) of the 2014/2015 funding year, though in-year performance management arrangements will apply as normal.

Please accept our sincerest apologies for any inconvenience the move to the QMA may have caused you and your learners. We are doing all we can to address these issues quickly and to ensure that our customers and learners are not disadvantaged.

Yours faithfully



David Phillips

Vice President
Work-based Learning and Colleges
Pearson UK

The data you provide (i.e. learners' names, learning aim/qualification, and test dates) will be shared with the SFA so that contingencies required for providers significantly and adversely impacted by the QMA issues can be considered. Data will be disclosed under Schedule 2 (6.1) of the Data Protection Act.