Methodology

An Assurance of Quality

Methodology

The below is in reference to the methodologies of SQA Accreditation only. For information about SQA Awarding Body, please refer to their website[1].

SQA Accreditation receives registration and certifications data from Awarding Bodies (ABs). These ABs often deal with multiple training providers who deliver the vocational qualifications. This means that the data received by SQA Accreditation is from third party organisations. The data is submitted to the Information Assistant (IA)[2] who quality checks the data and collates it for quarterly and annual reports. There is a direct line of communication between the IA and the ABs. This is key to maintaining high quality data. The direct line of communication allows any problems with the data to be communicated effectively and any necessary adjustments to be made quickly.

There is a weekly meeting called the Accreditation Co-ordination Group (ACG) where decisions are made with regards to the approval of ABs and qualifications are accredited, if appropriate. During this process, ABs submit an AC1 form for AB approval or an AC2 form which is for the accreditation, re-accreditation, extension, amendment, or withdrawal of a qualification. AC2 forms can only be accepted by ACG if the organisation has previously submitted an approved AC1 form, thus only approved ABs can create or amend qualifications. More information about the processes can be found here[3], the process map is at the bottom of the page. The ACG also approve Qualification Products and Workplace Core Skill units using the QP/CRA1 form. Further information can be found on our ACG page[4] and a list of the decisions can be found on the published ACG decision list[5]. If approved by ACG, the information in the forms is added onto SQA Accreditation databases. Depending on the form, it will include information, such as AB qualifications, Accreditation Manager and whether it is in a Modern Apprenticeship framework. This information will be added to internal databases and, along with information from the quarterly data returns, will be the basis for statistics publications found on the SQA Accreditation website[6].

The data held by SQA Accreditation is unique as it gives a broad look into the supply and demand of vocational qualifications and so can be useful for research purposes. Requests for co-operation or data can be made to information@sqa.org.uk or the Information and Research Manager (IRM)[7].

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1 https://www.sqa.org.uk/sqa/70972.html
2 https://accreditation.sqa.org.uk/accreditation/accreditationfiles/About_Us/SQA_Accreditation_Staff_March_2021.pdf
3 https://accreditation.sqa.org.uk/accreditation/Qualifications/Approving_Qualification_Products
4 https://accreditation.sqa.org.uk/accreditation/About_Us/Accreditation_Coordination_Group
5 https://accreditation.sqa.org.uk/accreditation/About_Us/Accreditation_Coordination_Group/ACG_Decision_Lists
6 https://accreditation.sqa.org.uk/accreditation/Research_and_Statistics
7 https://accreditation.sqa.org.uk/accreditation/accreditationfiles/About_Us/SQA_Accreditation_Staff_March_2021.pdf