

Regulatory Principles Directive

RPDIR — 4

Titling Conventions for SCQF credit rated qualifications

The purpose of this Regulatory Principles Directive is to clarify the titling conventions for qualifications which have been credit rated for the SCQF. This Regulatory Principles Directive should be read in conjunction with RPDIR – 3 Logos and certificate requirements for SQA accredited qualifications.

Awarding bodies are reminded that the title of the qualification submitted for accreditation must appear on the candidate's certificate.

SVQ Titling

From 1 September 2016, any new SVQ accreditation submissions, where the SVQ has been credit rated for the SCQF, must use the new SVQ titling convention, citing the SCQF Level only.

For those SVQs which are currently accredited and credit rated for the SCQF the title must be changed to the new convention at the point the SVQ is re-accredited.

Below is an example of the new titling convention effective **from 1 September 2016**:

◆ **SVQ Customer Service at SCQF Level 5**

The following is also acceptable:

◆ SVQ in Customer Service at SCQF Level 5

For those SVQs that have not been credit rated for the SCQF, the following SVQ titling convention example below, must be applied until credit rating has taken place.

◆ SVQ 2 in Floristry

If credit rating is conducted after the qualification has been accredited, a timescale for adoption of the credit rating must be agreed with the Accreditation Manager as part of the credit rating process.

The awarding body's name or acronym is not permitted in the accredited title of an SVQ.

Titling of all other accredited qualifications

Where an accredited qualification has been credit rated for the SCQF, awarding bodies may elect not to include the SCQF Level in the accredited title. This must be specified at the time of accreditation and the Accreditation Manager must be notified of this when relevant.

It is recommended that the SCQF information is shown elsewhere, for example, on a candidate transcript or covering letter.

Please Note: Where an accredited qualification has not been credit rated for the SCQF the word "Level" cannot be used in the title of the qualification.

The awarding body's name or acronym may appear in the title of the qualification. This must be specified at the time of accreditation.

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This document is published by SQA Accreditation
For further information, please contact:

SQA Accreditation
The Optima Building
58 Robertson Street
Glasgow, G2 8DQ

accreditation@sqa.org.uk
Tel: 0345 213 5249