

3800 Certificate in Essential Skills (Northern Ireland only)

3800

Adult Numeracy – Entry level

(candidates registered before 1 March 2006)

- 001 Number - Entry 1
- 002 Number - Entry 2
- 003 Number - Entry 3

- 004 Measures, shape and space - Entry 1
- 005 Measures, shape and space - Entry 2
- 006 Measures, shape and space - Entry 3

- 007 Handling data - Entry 1
- 008 Handling data - Entry 2
- 009 Handling data - Entry 3

Adult Literacy – Entry level

(candidates registered before 1 March 2006)

- 011 Speaking and listening - Entry 1
- 012 Speaking and listening - Entry 2
- 013 Speaking and listening - Entry 3

- 014 Reading - Entry 1
- 015 Reading - Entry 2
- 016 Reading - Entry 3

- 017 Writing - Entry 1
- 018 Writing - Entry 2
- 019 Writing - Entry 3

Application of Number – levels 1-2

(candidates registered before 1 March 2006)

- 020 Application of number level 1 portfolio
- 021 Application of number level 1 desktop task
- 022 Application of number level 2 portfolio
- 023 Application of number level 2 desktop task

Communication – levels 1-2

(candidates registered before 1 March 2006)

- 024 Communication level 1 portfolio
- 025 Communication level 1 desktop task
- 026 Communication level 2 portfolio
- 027 Communication level 2 desktop task

Adult Numeracy – Entry level

(candidates registered since 1 March 2006)

- 301 Number - Entry 1
- 302 Number - Entry 2
- 303 Number - Entry 3

- 304 Measures, shape and space - Entry 1
- 305 Measures, shape and space - Entry 2
- 306 Measures, shape and space - Entry 3

- 307 Handling data - Entry 1
- 308 Handling data - Entry 2
- 309 Handling data - Entry 3

Adult Literacy – Entry level

(candidates registered since 1 March 2006)

- 311 Speaking and listening - Entry 1
- 312 Speaking and listening - Entry 2
- 313 Speaking and listening - Entry 3

- 314 Reading - Entry 1
- 315 Reading - Entry 2
- 316 Reading - Entry 3

- 317 Writing - Entry 1
- 318 Writing - Entry 2
- 319 Writing - Entry 3

Application of Number – levels 1-2

(candidates registered since 1 March 2006)

- 320 Application of number level 1 portfolio
- 321 Application of number level 1 desktop task
- 322 Application of number level 2 portfolio
- 323 Application of number level 2 desktop task

Communication – levels 1-2

(candidates registered since 1 March 2006)

- 324 Communication level 1 portfolio
- 325 Communication level 1 desktop task
- 326 Communication level 2 portfolio
- 327 Communication level 2 desktop task

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Numberwise and Wordwise units

Entry level Essential Skills candidates are also able to access the following Numberwise and Wordwise units. See 3798 and 3799 Directory pages for more information.

Numberwise	Wordwise
101 Number and money - entry 1	201 Reading - entry 1
102 Addition - entry 1	202 Speaking and listening - entry 1
103 Subtraction - entry 1	203 Practical spelling - entry 1
104 Time - entry 1	204 Spelling rules and strategies - entry 1
105 Measure, shape and space - entry 1	205 Writing, structure and content - entry 1
106 Use data - entry 1	206 Writing, grammar and punctuation - entry 1
107 Number and fractions - entry 2	207 Reading - entry 2
108 Addition, subtraction and money - entry 2	208 Speaking and listening - entry 2
109 Multiplication - entry 2	208 Practical spelling - entry 2
110 Time - entry 2	210 Spelling rules and strategies - entry 2
111 Measure, shape and space - entry 2	211 Writing, structure and content - entry 2
112 Use data - entry 2	212 Writing, grammar and punctuation - entry 2
113 Number and fractions - entry 3	213 Reading - entry 3
114 Addition and subtraction - entry 3	214 Speaking and listening - entry 3
115 Multiplication and division - entry 3	315 Practical spelling - entry 3
116 Decimals and money - entry 3	216 Spelling rules and strategies - entry 3
117 Measure, shape, space and time - entry 3	217 Writing, structure and content - entry 3
118 Use data - entry 3	218 Writing, grammar and punctuation - entry 3

3800 Entry Level Certificates in Essential Skills – minimum for certification	
-01 No new registrations – use 3800-11 Entry Level Certificate in Essential Skills - Adult Numeracy	one of 001, 002, 003 plus one of 004, 005, 006 plus one of 007, 008, 009
-02 No new registrations – use 3800-12 Entry Level Certificate in Essential Skills - Adult Literacy	one of 011, 012, 013 plus one of 014, 015, 016 plus one of 017, 018, 019
3800-11 Entry Level Certificate in Essential Skills - Adult Numeracy	one of 301, 302, 303 plus one of 304, 305, 306 plus one of 307, 308, 309
3800-12 Entry Level Certificate in Essential Skills - Adult Literacy	one of 311, 312, 313 plus one of 314, 315, 316 plus one of 317, 318, 319
Candidates receive a Qualification Certificate reflecting the lowest-level unit achieved – eg 303, 305 and 309 would lead to the Adult Numeracy qualification at Entry 2. Certificates of Unit Credit are issued for each unit achieved	

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3800 Levels 1-2 Certificates in Essential Skills – minimum for certification	
-03 No new registrations – use 3800-23 Level 1 Certificate in Essential Skills - Application of Number	020, 021
-04 No new registrations – use 3800-23 Level 2 Certificate in Essential Skills - Application of Number	022, 023
-05 No new registrations – use 3800-23 Level 1 Certificate in Essential Skills - Communication	024, 025
-06 No new registrations – use 3800-23 Level 2 Certificate in Essential Skills - Communication	026, 027
3800-23 Level 1 Certificate in Essential Skills - Application of Number Level 2 Certificate in Essential Skills - Application of Number Level 1 Certificate in Essential Skills - Communication Level 2 Certificate in Essential Skills - Communication	320, 321 322, 323 324, 325 326, 327
Candidates receive a Qualification Certificate for each pair of portfolio (comprising one or more action-based activities) and desktop task components achieved at the same level. The qualification handbook provides guidance on what to do if the desktop task and portfolio for the same Essential Skill have been achieved at different levels	

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Administration for Entry level (-01, -02, -11, -12)	
Fees per candidate	Registration 3800-01 and -02 Registration 3800-11 and -12 Component entry per component 001-019 Component entry per component 301-319 Each certificate awarded Each Numberwise component claimed Each Wordwise component claimed
Registration	Existing registrations last for 3 years from the date made or until the certification end date, whichever is earlier
Results submission	Use Form S, tick results submission. Specify 'P' for all components claimed. Numberwise and Wordwise components should also be claimed in this way
Documentation	Qualification handbook - available to download from www.basic-skills.org.uk Contact the City & Guilds Northern Ireland office (Tel:028 9032 5689) for assessment materials

Administration for levels 1 and 2	
Fees per candidate	Registration 3800-03, -04, -05 and -06 Registration 3800-23 Component entry per component 020-027 Component entry per component 320-327 Each certificate awarded
Registration	Existing registrations last for 3 years from the date made or until the certification end date, whichever is earlier
Results submission	Use Form S, tick results submission. Specify 'P' for all components claimed.
Documentation	Qualification handbook - available to download from www.basic-skills.org.uk Contact the City & Guilds Northern Ireland office (Tel:028 9032 5689) for assessment materials

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Additional information			
<i>Award number</i>	<i>QCA Reference</i>	<i>Last registration</i>	<i>Last certification</i>
3800-01 and 3800-11 Entry Level Certificate in Essential Skills - Adult Numeracy	100/3293/9	31-08-2010	31-08-2012
3800-02 and 3800-12 Entry Level Certificate in Essential Skills - Adult Literacy	100/3292/7	31-08-2010	31-08-2012
3800-03 and 3800-23 Level 1 Certificate in Essential Skills - Application of Number (Pilot)	100/4200/3	31-08-2010	31-08-2012
3800-04 and 3800-23 Level 2 Certificate in Essential Skills - Application of Number (Pilot)	100/4201/5	31-08-2010	31-08-2012
3800-05 and 3800-23 Level 1 Certificate in Essential Skills - Communication (Pilot)	100/4198/9	31-08-2010	31-08-2012
3800-06 and 3800-23 Level 2 Certificate in Essential Skills - Communication (Pilot)	100/4199/0	31-08-2010	31-08-2012