

Unique Learner Numbers (ULNs)

Information for centres undertaking or 14-19 Diploma component qualifications

Initial centre guidance - February 2009 v1.2

Mini Glossary

ULN - Unique Learner Number: Identifier allocated by the LRS. The 10 digit number remains with the learner for life.

LRS - Learner Registration Service: manages Unique Learner Number allocation.

MIAP - Managing Information Across Partners: the organisation responsible for the management of the LRS and allocation of the ULNs.

DAS - Diploma Aggregation Service: used by exam centres and awarding bodies to share data and record learners' progress towards a Diploma award.

LR - Learner Record: a web-based individual record of credit awarded on completion of units and qualifications. Learners can access and choose to share this record. Due in 2010.

Unique Learner Number (ULN) A

Unique Learner Number (ULN) is a centrally generated 10-digit identifier that will eventually enable any student over the age of 14 in England, Northern Ireland and Wales to build a lifelong record of their learning achievements.

ULNs are issued and held by MIAP's web-based Learner Registration Service (LRS).

What will City & Guilds need ULNs for?

The ULN is set to play a significant role in the administration of many of City & Guilds' qualifications, but will not replace the City & Guilds enrolment number.

14-19 Diplomas

The ULN is a compulsory element of the 14-19 Diploma administration process. It is required by all awarding bodies involved, in order to populate any achievement that will contribute towards the Diploma. As a CAB (Component Awarding Body) City & Guilds will send Additional and Specialist Learning (ASL) achievement to the Diploma Aggregation Service (DAS). To do this we will require a candidate's ULN. The DAS's role is to manage each individual learner record, notifying the relevant Diploma Awarding Body (DAB, eg AQA-City & Guilds) when a learner has completed all the components required for a full Diploma. The DAB then issues the final Diploma certificate.

KEY POINTS

- ULNs are the new unique learner identifiers which will be used by the LSC, in 14-19 Diplomas and the Framework
- ULNs can be obtained from the MIAP Learner Registration Service (LRS) www.miap.gov.uk
- a ULN is a requirement for all qualifications which count toward the award of a 14-19 Diploma
- centres can now submit ULNs to us via the Walled Garden
- detailed information on the submission process will be issued to centres in the near future
- the critical path of any candidate registration or certification will not be affected by failure to submit a ULN.

Qualifications and Credit Framework

In time, all achievement will be aggregated in a centralised Learner Record (LR). Learners will be able to view their learner record online and decide who else can see it. Once a reliable LR system is in place we will begin to populate it with achievement (if we have the correct ULN). It is expected that the final strategic solution for learner records will be in place for September 2010.

How do centres obtain ULNs?

For more information on obtaining and authenticating ULNs please visit www.miap.gov.uk. This website contains all the information you will need to register and generate ULNs for your candidates.

For more information:

www.cityandguilds.com/uln

credit.frameworks@cityandguilds.com

Submission of ULNs to City & Guilds

In order for us to populate the Diploma Aggregation Service (DAS) with ASL achievement we will need to know a candidate's ULN. City & Guilds systems have been successfully capturing ULNs from centres for a number of months.

There are three ways our centres can submit ULNs to us.

The three methods are as follows:

- Walled Garden – On screen entry
- Walled Garden – EDI file
- Walled Garden – ULN Supplementary file

Centres should be assured that if they do not submit ULNs then the critical path of any candidate registration and certification will not be affected.

ULNs can be submitted at a later date, but we will be unable to populate the DAS with achievement until we receive the correct ULN.

MIS

Centres are advised to talk to their Management Information System (MIS) provider/supplier to establish any operational changes that may be required to handle ULN data. Tribal, Capita, Corero and Agresso have all confirmed that they have the ability to capture and output ULNs.

ILM

ILM are already accepting ULNs as part of the registration process for their portfolio of qualifications. For details of the registration process for ILM qualifications please see www.i-l-m.com/centres/2961.aspx.

HAB qualifications

HAB centres will be able to enter the ULN for candidates on credit-rated courses on the HABZone website from 1 September 2008. For information and guidance on doing this, please visit www.hab.org.uk/ULN.

Want to find out more?

We have a dedicated web section - www.cityandguilds.com/uln - where you can find further information on the processes involved.

Wales, Scotland and Northern Ireland

It is hoped that ULNs will eventually be used across the UK. Due to differences in legislation across each nation, the information provided only currently applies to England. Providers in Wales and Northern Ireland are now able to generate ULNs.

Other useful links

AQA - City & Guilds Diploma website:
www.diplomainfo.org.uk

ULN generation: www.miap.gov.uk

DAS: www.diploma-aggregation-service.co.uk/home.php

QCA:
www.qca.org.uk/qca_8150.aspx

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