

Adult Skills

Maths, English, ESOL and Employability qualifications

City & Guilds qualifications and units, including those eligible and not eligible for funding in England – under the Adult Education Budget (AEB) and other 19+ funding streams.

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City & Guilds has been supporting people and organisations to improve their numeracy, literacy, language, digital and employability capabilities for over 50 years. We offer an unrivalled range of qualifications and other support that can be tailored to the needs of adult learners in a huge range of different settings.

To support you with your adult skills delivery, we have set out our **full range** of qualifications and units in mathematics, English, digital, ESOL Skills for Life and employability that are eligible in England for public funding.

Each of these programmes have been designed to support flexible patterns of delivery, with all forms of assessment available year-round and on-demand.

This document is designed to help you navigate your way through the **full extent** of what's available from us to support adult learners with these vital life skills.

Funding – some key points

The adult funding landscape in England* is becoming increasingly complex and varied. For maths, English, digital and ESOL Skills for Life provision, it's important to bear in mind the following:

Maths and English

- Under the Adult Education Budget (AEB) 'legal entitlement', **all** adult learners in England¹ are entitled to **fully-funded** maths and English provision if they do not hold GCSE grade 4 (previously C) or equivalent in these subjects.
- Not all qualifications in maths and English are fundable through the AEB. At Level 2, only Functional Skills or GCSE qualifications may be funded through the legal entitlement – although other qualifications/units could potentially be funded through 'local flexibilities' or other initiatives such as Multiply (see below).
- The statutory digital entitlement, introduced on 1 August 2020, provides fully-funded study for adults with low digital skills on our new Digital Functional Skills qualification.

Multiply is a separate funding stream from the Government's Shared Prosperity Fund to support the development of adult **numeracy**. Interventions delivered with Multiply funding must be additional and differentiated from those funded through AEB, and learners are expected to make demonstrable progress, although this does not necessarily have to involve the use of qualifications. For more information, please see [Multiply: funding available to improve adult numeracy skills - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/news/multiply-funding-available-to-improve-adult-numeracy-skills).

ESOL

- ESOL Skills for Life qualifications are also fundable through the AEB legal entitlement, although co-funding applies unless learners are unemployed or on a low wage (less than £20,319pa gross salary). Additional local flexibilities and funding top-ups also apply in Greater London and some Mayoral Combined Authorities (MCAs).
- Because of the uniquely diverse profile of ESOL learners and range of delivery settings, it is possible to claim a funding top-up where additional delivery hours (beyond the ESOL qualification's listed rate) are needed. For details, please see the [AEB Funding Rates and Formula](#).

¹ If lawfully resident and with recourse to public funds.

*The information contained within this document is provided as a guide and is subject to change. When developing your programmes, we advise that you continue to confirm funding criteria and eligibility with the relevant sources eg: [Find a learning aim \(submit-learner-data.service.gov.uk\)](https://submit-learner-data.service.gov.uk)

Qualifications and units in mathematics



Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
Functional Skills	Functional Skills qualification in mathematics at Entry Level 1	60349189	4748-03	55	AEB Legal Entitlement	£941	Externally set, internally marked	Functional Skills qualifications provide evidence of a learner's achievement against demanding content that is relevant to the workplace.
	Functional Skills qualification in mathematics at Entry Level 2	60349165	4748-03	55	AEB Legal Entitlement	£941		
	Functional Skills qualification in mathematics at Entry Level 3	60349177	4748-03	55	AEB Legal Entitlement	£941		
	Functional Skills qualification in Mathematics at Level 1	60346486	4748-04	55	AEB Legal Entitlement	£724	Externally set, externally marked	Functional Skills Mathematics involves the assessment of underpinning maths skills, as well as the ability to apply these across a range of contexts.
	Functional Skills qualification in Mathematics at Level 2	60346498	4748-04	55	AEB Legal Entitlement	£724		
Mathematics Skills - Bite-sized: individual units Entry 1	Number - whole numbers to 10 (Entry 1)	D5045093	3847-21	20	AEB Legal Entitlement	£100	Portfolio	Each of these small (10-20 hours TQT) Mathematic Skills units covers an area of the national standards for adult numeracy, enabling learners to focus on specific gaps in their knowledge, understanding and application.
	Number - addition (Entry 1)	H5045094	3847-21	20	AEB Legal Entitlement	£100	Portfolio	
	Number - subtraction (Entry 1)	K5045095	3847-21	20	AEB Legal Entitlement	£100	Portfolio	
	Measure, shape and space - money (Entry 1)	M5045096	3847-21	10	AEB Legal Entitlement	£50	Portfolio	The individual units at Entry 1, Entry 2, Entry 3 and Level 1 are fundable under the Adult Education Budget (AEB) legal entitlement. This
	Measure, shape and space - time (Entry 1)	T5045097	3847-21	10	AEB Legal Entitlement	£50	Portfolio	
	Measure, shape and space - size, length, width and height (Entry 1)	A5045098	3847-21	10	AEB Legal Entitlement	£50	Portfolio	

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
Mathematics Skills - Bite-sized: individual units Entry 1	Measure, shape and space - weight and capacity (Entry 1)	F5045099	3847-21	8	AEB Legal Entitlement	£50	Portfolio	makes them ideal for developing skills in particular topic areas and growing learner confidence.
	Measure, shape and space - common shapes and positional vocabulary (Entry 1)	K5045100	3847-21	10	AEB Legal Entitlement	£50	Portfolio	
	Handling data - extract and sort data (Entry 1)	M5045101	3847-21	13	AEB Legal Entitlement	£100	Portfolio	
	Handling data - represent information (Entry 1)	T5045102	3847-21	20	AEB Legal Entitlement	£100	Portfolio	
Mathematics Skills - Bite-sized: individual units Entry 2	Number - whole numbers to 100 (Entry 2)	A5045103	3847-21	19	AEB Legal Entitlement	£100	Portfolio	Each of these small (10-20 hours TQT) Mathematic Skills units covers an area of the national standards for adult numeracy, enabling learners to focus on specific gaps in their knowledge, understanding and application.
	Number – addition (Entry 2)	F5045104	3847-21	10	AEB Legal Entitlement	£50	Portfolio	
	Number – subtraction (Entry 2)	J5045105	3847-21	10	AEB Legal Entitlement	£50	Portfolio	
	Number – fractions (Entry 2)	L5045106	3847-21	10	AEB Legal Entitlement	£50	Portfolio	The individual units at Entry 1, Entry 2, Entry 3 and Level 1 are fundable under the Adult Education Budget (AEB) legal entitlement. This makes them ideal for developing skills in particular topic areas and growing learner confidence.
	Number – multiplication (Entry 2)	R5045107	3847-21	10	AEB Legal Entitlement	£50	Portfolio	
	Measure, shape and space – money (Entry 2)	Y5045108	3847-21	19	AEB Legal Entitlement	£100	Portfolio	
	Measure, shape and space – time (Entry 2)	L5045316	3847-21	10	AEB Legal Entitlement	£50	Portfolio	
	Measure, shape and space – length (Entry 2)	R5045110	387-21	10	AEB Legal Entitlement	£50	Portfolio	

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
Mathematics Skills - Bite-sized: individual units Entry 2	Measure, shape and space - weight, capacity and temperature (Entry 2)	Y5045111	3847-21	10	AEB Legal Entitlement	£50	Portfolio	
	Measure, shape and space - shapes and positional vocabulary (Entry 2)	D5045112	3847-21	10	AEB Legal Entitlement	£50	Portfolio	
	Handling data - extract and sort data (Entry 2)	H5045113	3847-21	20	AEB Legal Entitlement	£100	Portfolio	
	Handling data - collect and represent information (Entry 2)	K5045114	3847-21	16	AEB Legal Entitlement	£100	Portfolio	
Mathematics Skills - Bite-sized: individual units Entry 3	Number - whole numbers to 1000 (Entry 3)	M5045115	3847-21	19	AEB Legal Entitlement	£100	Portfolio	Each of these small (10-20 hours TQT) Mathematic Skills units covers an area of the national standards for adult numeracy, enabling learners to focus on specific gaps in their knowledge, understanding and application.
	Number - addition and subtraction (Entry 3)	T5045116	3847-21	10	AEB Legal Entitlement	£50	Portfolio	
	Number – fractions (Entry 3)	A5045117	3847-21	10	AEB Legal Entitlement	£50	Portfolio	
	Number – multiplication (Entry 3)	F5045118	3847-21	10	AEB Legal Entitlement	£50	Portfolio	
	Number – division (Entry 3)	J5045119	3847-21	10	AEB Legal Entitlement	£50	Portfolio	The individual units at Entry 1, Entry 2, Entry 3 and Level 1 are fundable under the Adult Education Budget (AEB) legal entitlement. This makes them ideal for developing skills in particular topic areas and growing learner confidence.
	Number – decimals (Entry 3)	A5045120	3847-21	9	AEB Legal Entitlement	£50	Portfolio	
	Measure, shape and space – money (Entry 3)	F5045121	3847-21	10	AEB Legal Entitlement	£50	Portfolio	
	Measure, shape and space - temperature and time (Entry 3)	J5045122	3847-21	10	AEB Legal Entitlement	£50	Portfolio	

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
Mathematics Skills - Bite-sized: individual units Entry 3	Measure, shape and space - length, weight, capacity and shapes (Entry 3)	R5045320	3847-21	18	AEB Legal Entitlement	£100	Portfolio	
	Handling data - extract and use data (Entry 3)	R5045124	3847-21	19	AEB Legal Entitlement	£100	Portfolio	
	Handling data - represent information (Entry 3)	Y5045125	3847-21	16	AEB Legal Entitlement	£100	Portfolio	
Mathematics Skills - Bite-sized: individual units Level 1	Number - positive and negative numbers (Level 1)	R5045219	3847-21	20	AEB Legal Entitlement	£100	Portfolio	Each of these small (10-20 hours TQT) Mathematic Skills units covers an area of the national standards for adult numeracy, enabling learners to focus on specific gaps in their knowledge, understanding and application.
	Number - fractions, ratio and proportion (Level 1)	L5045221	3847-21	18	AEB Legal Entitlement	£100	Portfolio	
	Number – decimals (Level 1)	R5045222	3847-21	10	AEB Legal Entitlement	£50	Portfolio	
	Number – percentages (Level 1)	D5045224	3847-21	10	AEB Legal Entitlement	£50	Portfolio	The individual units at Entry 1, Entry 2, Entry 3 and Level 1 are fundable under the Adult Education Budget (AEB) legal entitlement. This makes them ideal for developing skills in particular topic areas and growing learner confidence.
	Measure, shape and space - money, time and temperature (Level 1)	K5045226	3847-21	10	AEB Legal Entitlement	£50	Portfolio	
	Measure, shape and space - length, weight and capacity (Level 1)	M5045227	3847-21	10	AEB Legal Entitlement	£50	Portfolio	
	Measure, shape and space - calculate using shape and space (Level 1)	R5045317	3847-21	17	AEB Legal Entitlement	£100	Portfolio	
	Handling data - extract and interpret data (Level 1)	M5045230	3847-21	9	AEB Legal Entitlement	£50	Portfolio	
	Handling data - collect, organise and represent data (Level 1)	T5045231	3847-21	6	AEB Legal Entitlement	£50	Portfolio	

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
Mathematics Skills - Bite-sized: individual units Level 1	Handling data - mean and range (Level 1)	A5045232	3847-21	10	AEB Legal Entitlement	£50	Portfolio	
	Handling data – probability (Level 1)	T5045228	3847-21	10	AEB Legal Entitlement	£50	Portfolio	
Mathematics Skills - Bite-sized: individual units Level 2	Number - number and formulae (Level 2)	R5045236	3847-21	10	No	£0	Portfolio	<p>The individual units at Level 2 are not fundable under the Adult Education Budget (AEB) legal entitlement.</p> <p>However, they might potentially be fundable under local flexibilities or other mechanisms.</p> <p>Their bite-sized nature makes them ideal for developing skills in particular topic areas and growing learner confidence as part of a programme of learning working towards Functional Skills Level 2 or GCSE Maths.</p>
	Number - fractions, ratio and proportion (Level 2)	Y5045237	3847-21	18	No	£0	Portfolio	
	Number – decimals (Level 2)	J5045234	3847-21	10	No	£0	Portfolio	
	Number – percentages (Level 2)	F5045233	3847-21	14	No	£0	Portfolio	
	Measure, shape and space - money, time and temperature (Level 2)	H5045239	3847-21	10	No	£0	Portfolio	
	Measure, shape and space - length, weight and capacity (Level 2)	Y5045240	3847-21	9	No	£0	Portfolio	
	Measure, shape and space - shape and space (Level 2)	D5045238	3847-21	16	No	£0	Portfolio	
	Handling data - extract and interpret data (Level 2)	H5045242	3847-21	7	No	£0	Portfolio	
	Handling data - collect and use data (Level 2)	T5045259	3847-21	9	No	£0	Portfolio	

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
Mathematics Skills Bite-sized: individual units Level 2	Handling data – statistics (Level 2)	K5045243	3847-21	9	No	£0	Portfolio	
	Handling data – probability (Level 2)	D5045241	3847-21	10	No	£0	Portfolio	
Mathematics Skills Bite-sized: themed Awards Entry 1	Entry Level Award in Mathematics Skills - Number (Entry 1)	60075247	3847-23	60	AEB Legal Entitlement	£300	Portfolio	These ‘themed’ Awards bring together each of the individual Mathematic Skills units covering Number, Measure/Shape/Space or Handling Data, enabling learners to focus on specific gaps in their knowledge, understanding and application.
	Entry Level Award in Mathematics Skills (Measure, Shape and Space) (Entry 1)	60074929	3847-23	50	AEB Legal Entitlement	£150	Portfolio	
	City & Guilds Entry Level Award in Mathematics Skills - Handling Data (Entry 1)	60074930	3847-23	40	No	£0	Portfolio	
Mathematics Skills Bite-sized: themed Award Entry 2	Entry Level Award in Mathematics Skills - Number (Entry 2)	60074942	3847-23	60	AEB Legal Entitlement	£300	Portfolio	These ‘themed’ Awards bring together each of the individual Mathematic Skills units covering Number, Measure/Shape/Space or Handling Data, enabling learners to focus on specific gaps in their knowledge,
	Entry Level Award in Mathematics Skills - Measure, Shape and Space (Entry 2)	60074954	3847-23	60	AEB Legal Entitlement	£300	Portfolio	

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
Mathematics Skills Bite-sized: themed Award Entry 2	Entry Level Award in Mathematics Skills - Handling Data (Entry 2)	60074966	3847-23	40	AEB Legal Entitlement	£0	Portfolio	understanding and application.
Mathematics Skills Bite-sized: themed Award Entry 3	Entry Level Award in Mathematics Skills - Number (Entry 3)	60074978	3847-23	70	AEB Legal Entitlement	£300	Portfolio	These 'themed' Awards bring together each of the individual Mathematic Skills units covering Number, Measure/Shape/Space or Handling Data, enabling learners to focus on specific gaps in their knowledge, understanding and application.
	Entry Level Award in Mathematics Skills - Measure, Shape and Space (Entry 3)	6007498X	3847-23	40	No	£0	Portfolio	
	Entry Level Award in Mathematics Skills - Handling Data (Entry 3)	60074991	3847-23	40	No	£0	Portfolio	
Mathematics Skills Bite-sized: themed Award Level 1	Level 1 Award in Mathematics Skills – Number	60075053	3847-23	60	No	£0	Portfolio	These 'themed' Awards bring together each of the individual Mathematic Skills units covering Number, Measure/Shape/Space or Handling Data, enabling learners to focus on specific gaps in
	Level 1 Award in Mathematics Skills - Measure, Shape and Space	60075065	3847-23	40	No	£0	Portfolio	

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
Mathematics Skills Bite-sized: themed Award Level 1	Level 1 Award in Mathematics Skills - Handling Data	60075077	3847-23	40	No	£0	Portfolio	their knowledge, understanding and application.
Mathematics Skills Bite-sized: themed Award Level 2	Level 2 Award in Mathematics Skills – Number	60075089	3847-23	60	No	£0	Portfolio	These ‘themed’ Awards bring together each of the individual Mathematic Skills units covering Number, Measure/Shape/Space or Handling Data, enabling learners to focus on specific gaps in their knowledge, understanding and application.
	Level 2 Award in Mathematics Skills - Measure, Shape and Space	60073664	3847-23	40	No	£0	Portfolio	
	Level 2 Award in Mathematics Skills - Handling Data	60075119	3847-23	40	No	£0	Portfolio	
Mathematics Skills Bite-sized: Certificates	Entry Level Certificate in Mathematics Skills (Entry 1)	60075235	3847-22	130	AEB legal entitlement	£724	Portfolio	The Certificate-sized qualifications bring together each of units making up the three Mathematics Skills ‘themed’ Awards, allowing full coverage of the national standards for adult numeracy at each level to be recognised.
	Entry Level Certificate in Mathematics Skills (Entry 2)	60075156	3847-22	130	AEB legal entitlement	£724	Portfolio	
	Entry Level Certificate in Mathematics Skills (Entry 3)	60075120	3847-22	120	AEB legal entitlement	£724	Portfolio	

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
Mathematics Skills Bite-sized: Certificates	Level 1 Certificate in Mathematics Skills	60075144	3847-22	140	AEB legal entitlement	£724	Portfolio	Level 1 are fundable under the Adult Education Budget (AEB) legal entitlement; The Level 2 Certificate might potentially be fundable under local flexibilities or other mechanisms.
	Level 2 Certificate in Mathematics Skills	60075168	3847-22	130	No	£0	Portfolio	
Principles of Using Mathematical Techniques	Entry Level Certificate in the Principles of Using Mathematical Techniques (Entry 3)	60112888	3844-20	130	AEB legal entitlement	£724	On-screen test	The Principles of Mathematical Techniques qualifications cover substantive parts of the adult numeracy standards, with a particular focus on receptive skills, knowledge and understanding. It enables learners to demonstrate a solid grasp of the key principles of maths. They are assessed by a one-off on-screen test –
	Level 1 Certificate in the Principles of Using Mathematical Techniques	60076550	3844-12	98	AEB legal entitlement	£724	On-screen test	

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
Principles of Using Mathematical Techniques	Level 2 Certificate in the Principles of Using Mathematical Techniques	60076562	3844-22	98	No	£0	On-screen test	<p>available on-demand with instant results.</p> <p>The Entry 3 and Level 1 Certificates are fundable under the Adult Education Budget (AEB) legal entitlement; the Level 2 might potentially be fundable under local flexibilities or other mechanisms.</p>

Qualifications and units in English

The bottom half of the page is decorated with several overlapping, semi-transparent green geometric shapes. These shapes include a large triangle on the right side, a smaller triangle on the left side, and a large, irregular polygon in the center that overlaps with the others. The colors range from a bright, vibrant green to a darker, more muted green, creating a layered, abstract design.

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/ purpose/ suitability
Functional Skills	Functional Skills qualification in English at Entry Level 1	6034913X	4748-01	55	AEB legal entitlement	£724	Externally set, internally marked	Functional Skills qualifications provide evidence of a learner's achievement against demanding content that is relevant to the workplace.
	Functional Skills qualification in English at Entry Level 2	60349141	4748-01	55	AEB legal entitlement	£724		
	Functional Skills qualification in English at Entry Level 3	60349153	4748-01	55	AEB legal entitlement	£724		
	Functional Skills qualification in English at Level 1	60346462	4748-02	55	AEB legal entitlement	£724	Reading & Writing: exam SLC: externally set, internally marked	Functional Skills English involves the assessment of underpinning English skills, as well as the ability to apply these across a range of contexts. It involves the assessment of Reading & Writing and Speaking, Listening & Communicating (SLC).
	Functional Skills qualification in English at Level 2	60346474	4748-02	55	AEB legal entitlement	£724		
English Skills Bite-sized: individual units Entry 1	Reading - reading words, signs and symbols (Entry 1)	L5044991	3847-01	20	AEB legal entitlement	£100	Portfolio	Each of these small (20 hours TQT) English Skills units covers an area of the national standards for adult literacy, enabling learners to focus on specific gaps in their knowledge, understanding and application. The individual units at Entry 1 are fundable under the Adult Education Budget (AEB)
	Reading - using reading skills (Entry 1)	R5044992	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Reading - reading for meaning (Entry 1)	R5041557	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Speaking and listening - speaking and listening to provide information (Entry 1)	Y5044993	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Speaking and listening - speaking and listening to obtain information (Entry 1)	D5044994	3847-01	20	AEB legal entitlement	£100	Portfolio	

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/ purpose/ suitability
English Skills Bite-sized: individual units Entry 1	Speaking and listening - speaking and listening to take part in a conversation (Entry 1)	H5044995	3847-01	20	AEB legal entitlement	£100	Portfolio	legal entitlement as a consequence of being included in the rules of combination for the Certificates in English Skills at these levels.
	Writing - using grammar and punctuation in writing (Entry 1)	K5044996	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Writing - writing letters of the alphabet and spelling words (Entry 1)	J5045959	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Writing - using structure in writing (Entry 1)	J5044990	3847-01	20	AEB legal entitlement	£100	Portfolio	
English Skills Bite-sized: individual units Entry 2	Reading - reading and understanding the meaning of words (Entry 2)	T5044998	3847-01	20	AEB legal entitlement	£100	Portfolio	Each of these small (20 hours TQT) English Skills units covers an area of the national standards for adult literacy, enabling learners to focus on specific gaps in their knowledge, understanding and application.
	Reading - using reading skills (Entry 2)	D5045000	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Reading - reading for meaning (Entry 2)	H5045001	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Speaking and listening - speaking and listening to provide information (Entry 2)	K5045002	3847-01	20	AEB legal entitlement	£100	Portfolio	The individual units at Entry 2 are fundable under the Adult Education Budget (AEB) legal entitlement as a consequence of being included in the rules of combination for the
	Speaking and listening - speaking and listening to obtain information (Entry 2)	M5045003	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Speaking and listening - speaking and listening in a conversation (Entry 2)	T5045004	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Writing - using grammar and punctuation in writing (Entry 2)	A5045005	3847-01	20	AEB legal entitlement	£100	Portfolio	

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/ purpose/ suitability
English Skills Bite-sized: individual units Entry 2	Writing - using spelling methods in writing (Entry 2)	F5045006	3847-01	20	AEB legal entitlement	£100	Portfolio	Certificates in English Skills at these levels.
	Writing - using structure to write simple text (Entry 2)	A5044999	3847-01	20	AEB legal entitlement	£100	Portfolio	
English Skills Bite-sized: individual units Entry 3	Reading - using different reading strategies for words and phrases (Entry 3)	F5045961	3847-01	20	AEB legal entitlement	£100	Portfolio	Each of these small (20 hours TQT) English Skills units covers an area of the national standards for adult literacy, enabling learners to focus on specific gaps in their knowledge, understanding and application. The individual units at Entry 3 are fundable under the Adult Education Budget (AEB) legal entitlement as a consequence of being included in the rules of combination for the Certificates in English Skills at these levels.
	Reading - using reading strategies (Entry 3)	L5045008	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Reading - reading for meaning (Entry 3)	H5041563	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Speaking and listening - speaking and listening to provide information (Entry 3)	R5045009	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Speaking and listening – speaking and listening to obtain information (Entry 3)	J5045010	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Speaking and listening - speaking and listening to take part in a discussion (Entry 3)	L5045011	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Writing - using grammar punctuation and spelling in writing (Entry 3)	R5045012	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Writing - using planning and organisation in writing (Entry 3)	Y5045013	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Writing - writing to communicate (Entry 3)	D5045014	3847-01	20	AEB legal entitlement	£100	Portfolio	

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/ purpose/ suitability
English Skills Bite-sized: individual units Level 1	Reading - using reading to extend vocabulary (Level 1)	H5045015	3847-01	20	AEB legal entitlement	£100	Portfolio	Each of these small (20 hours TQT) English Skills units covers an area of the national standards for adult literacy, enabling learners to focus on specific gaps in their knowledge, understanding and application. The individual units at Level 1 are fundable under the Adult Education Budget (AEB) legal entitlement as a consequence of being included in the rules of combination for the Certificates in English Skills at these levels.
	Reading - using reading strategies (Level 1)	D5045322	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Reading - reading for meaning (Level 1)	M5045017	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Speaking and listening - presenting information by speaking and listening (Level 1)	T5045018	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Speaking and listening - speaking and listening to obtain information (Level 1)	A5045019	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Speaking and listening - speaking and listening to take part in a discussion (Level 1)	M5045020	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Writing - using grammar, punctuation and spelling in writing (Level 1)	T5045021	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Writing - planning and organising writing (Level 1)	A5045022	3847-01	20	AEB legal entitlement	£100	Portfolio	
	Writing - using structure and content in writing (Level 1)	F5045023	3847-01	20	AEB legal entitlement	£100	Portfolio	
English Skills Bite-sized: individual units Level 2	Reading - using reading to develop vocabulary (Level 2)	Y5045027	3847-01	20	No	£0	Portfolio	Each of these small (20 hours TQT) English Skills units covers an area of the national standards for adult
	Reading - using reading strategies (Level 2)	H5045323	3847-01	20	No	£0	Portfolio	

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/ purpose/ suitability
English Skills Bite-sized: individual units Level 2	Reading - reading for meaning (Level 2)	D5045031	3847-01	20	No	£0	Portfolio	literacy, enabling learners to focus on specific gaps in their knowledge, understanding and application. Although these Level 2 units are not directly funded, they can be used as part of a larger programme to develop learner's skills and build confidence.
	Speaking and listening - presenting information by speaking and listening (Level 2)	H5045032	3847-01	20	No	£0	Portfolio	
	Speaking and listening - obtaining information by speaking and listening (Level 2)	M5045034	3847-01	20	No	£0	Portfolio	
	Speaking and listening - speaking and listening to take part in a discussion (Level 2)	T5045035	3847-01	20	No	£0	Portfolio	
	Writing - using grammar, punctuation and spelling in writing (Level 2)	A5045036	3847-01	20	No	£0	Portfolio	
	Writing - planning and organising writing (Level 2)	J5045038	3847-01	20	No	£0	Portfolio	
	Writing - writing for clear communication (Level 2)	L5045039	3847-01	20	No	£0	Portfolio	
English Skills Bite-sized: themed Awards Entry 1	Entry Level Award in English Skills - Reading (Entry 1)	60075880	3847-03	60	AEB legal entitlement	£300	Portfolio	These 'themed' Awards bring together each of the individual English Skills units covering Reading, Writing or Speaking & Listening, enabling learners to focus on specific gaps in their knowledge, understanding and application.
	Entry Level Award in English Skills - Speaking and Listening (Entry 1)	60075892	3847-03	60	AEB legal entitlement	£300	Portfolio	
	Entry Level Award in English Skills - Writing (Entry 1)	60076148	3847-03	60	AEB legal entitlement	£300	Portfolio	

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/ purpose/ suitability
English Skills Bite-sized: themed Awards Entry 2	Entry Level Award in English Skills - Reading (Entry 2)	6007615X	3847-03	60	AEB legal entitlement	£300	Portfolio	These 'themed' Awards bring together each of the individual English Skills units covering Reading, Writing or Speaking & Listening, enabling learners to focus on specific gaps in their knowledge, understanding and application.
	Entry Level Award in English Skills - Speaking and Listening (Entry 2)	6007601X	3847-03	60	AEB legal entitlement	£300	Portfolio	
	Entry Level Award in English Skills - Writing (Entry 2)	60076094	3847-03	60	AEB legal entitlement	£300	Portfolio	
English Skills Bite-sized: themed Awards Entry 3	Entry Level Award in English Skills - Reading (Entry 3)	60076082	3847-03	60	AEB legal entitlement	£300	Portfolio	These 'themed' Awards bring together each of the individual English Skills units covering Reading, Writing or Speaking & Listening, enabling learners to focus on specific gaps in their knowledge, understanding and application.
	Entry Level Award in English Skills - Speaking and Listening (Entry 3)	60076008	3847-03	60	AEB legal entitlement	£300	Portfolio	
	Entry Level Award in English Skills - Writing (Entry 3)	60076070	3847-03	60	AEB legal entitlement	£300	Portfolio	
English Skills Bite-sized: themed Awards Level 1	Level 1 Award in English Skills – Reading	60076021	3847-03	60	No	£0	Portfolio	These 'themed' Awards bring together each of the individual English Skills units covering Reading, Writing or Speaking & Listening,

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/ purpose/ suitability
English Skills Bite-sized: themed Awards Level 1	Level 1 Award in English Skills - Speaking and Listening	60076112	3847-03	60	No	£0	Portfolio	enabling learners to focus on specific gaps in their knowledge, understanding and application.
	Level 1 Award in English Skills – Writing	60076069	3847-03	60	No	£0	Portfolio	The themed Awards at Level 1 might potentially be fundable under local flexibilities or other mechanisms.
English Skills Bite-sized: themed Awards Level 2	Level 2 Award in English Skills – Reading	60076033	3847-03	60	No	£0	Portfolio	These ‘themed’ Awards bring together each of the individual English Skills units covering Reading, Writing or Speaking & Listening, enabling learners to focus on specific gaps in their knowledge, understanding and application.
	Level 2 Award in English Skills - Speaking and Listening	60075971	3847-03	60	No	£0	Portfolio	
	Level 2 Award in English Skills – Writing	6007596X	3847-03	60	No	£0	Portfolio	The themed Awards at Level 2 might potentially be fundable under local flexibilities or other mechanisms.

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/ purpose/ suitability
English Skills Bite-sized: Certificates	Entry Level Certificate in English Skills (Entry 1)	60075879	3847-02	180	AEB legal entitlement	£724	Portfolio	The Certificate-sized qualifications bring together each of units making up the three English Skills 'themed' Awards, allowing full coverage of the national standards for adult literacy at each level to be recognised.
	Entry Level Certificate in English Skills (Entry 2)	60075934	3847-02	180	AEB legal entitlement	£724	Portfolio	
	Entry Level Certificate in English Skills (Entry 3)	60075910	3847-02	180	AEB legal entitlement	£724	Portfolio	
	Level 1 Certificate in English Skills	60075958	3847-02	180	AEB legal entitlement	£724	Portfolio	The Level 2 Certificate might potentially be fundable under local flexibilities or other mechanisms.
	Level 2 Certificate in English Skills	60075946	3847-02	180	No	£0	Portfolio	
Principles of Using Written and Spoken English	Entry Level Award in the Principles of Using Written and Spoken English (Entry 3)	60114204	3844-10	99	No	£0	On-screen test	The Principles of English covers substantive parts of the adult literacy standards, with a particular focus on receptive skills, knowledge and understanding. It enables learners to demonstrate a solid grasp of the key principles of English. It's assessed by a one-off on-screen test –
	Level 1 Award in the Principles of Using Written and Spoken English	60079174	3844-11	58	AEB legal entitlement	£450	On-screen test	

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/ purpose/ suitability
	Level 2 Award in the Principles of Using Written and Spoken English	60079186	3844-21	58	No	£0	On-screen test	available on-demand with instant results. The Awards at Entry 3 and Level 2 might potentially be fundable under local flexibilities or other mechanisms.

Qualifications in digital skills

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Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/ purpose/ suitability
Digital Functional Skills	Digital Functional Skills qualification (DFSQ) at Entry Level 3	TBC	4748-05	55	AEB Legal Entitlement	TBC	Exam	Digital Functional Skills Qualifications (DFSQs) will enable learners to initiate and participate in digital and online activities safely, in the workplace and other real-life contexts.
	Digital Functional Skills qualification (DFSQ) at Level 1	TBC	4748-06	55	AEB Legal Entitlement	TBC	Exam	These qualifications are designed to cover the five skills areas within the national standards: <ul style="list-style-type: none"> • Using devices and handling information • Creating and editing • Communicating • Transacting Being safe and responsible online.

Qualifications in ESOL

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Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/ purpose/ suitability
ESOL Skills for Life: single-mode Awards Entry 1	Entry Level Award in ESOL Skills for Life (Reading) (Entry 1)	60141864	4692-01	76	Yes, under AEB legal entitlement (co-funded)	£450	Assignment	ESOL Skills for Life is the only category of regulated qualification intended specifically for speakers of other languages that is eligible for funding in England under the Adult Education Budget (AEB). All of these qualifications are fundable under the legal entitlement, although (unlike maths and English) co-funding applies unless learners are unemployed or on a low income. Each qualification has a designated funding rate.
	Entry Level Award in ESOL Skills for Life (Speaking and Listening) (Entry 1)	60141888	4692-01	85	AEB legal entitlement (co-funded)	£450	Assignment	
	Entry Level Award in ESOL Skills for Life (Writing) (Entry 1)	60141876	4692-01	76	AEB legal entitlement (co-funded)	£450	Assignment	
ESOL Skills for Life: single-mode Awards Entry 2	Entry Level Award in ESOL Skills for Life (Reading) (Entry 2)	6014189X	4692-01	76	AEB legal entitlement (co-funded)	£450	Assignment	
	Entry Level Award in ESOL Skills for Life (Speaking and Listening) (Entry 2)	60141918	4692-01	85	AEB legal entitlement (co-funded)	£450	Assignment	
	Entry Level Award in ESOL Skills for Life (Writing) (Entry 2)	60141906	4692-01	76	AEB legal entitlement (co-funded)	£450	Assignment	
ESOL Skills for Life: single-mode Awards Entry 3	Entry Level Award in ESOL Skills for Life (Reading) (Entry 3)	6014192X	4692-01	55	AEB legal entitlement (co-funded)	£450	Assignment	

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/ purpose/ suitability
ESOL Skills for Life: single-mode Awards Entry 3	Entry Level Award in ESOL Skills for Life (Speaking and Listening) (Entry 3)	60141943	4692-01	73	AEB legal entitlement (co-funded)	£450	Assignment	However, because of the uniquely diverse range of ESOL learner and programme types, it is possible to claim additional funded hours where circumstances warrant.
	Entry Level Award in ESOL Skills for Life (Writing) (Entry 3)	60141931	4692-01	86	AEB legal entitlement (co-funded)	£450	Assignment	
ESOL Skills for Life: single-mode Awards Level 1	Level 1 Award in ESOL Skills for Life (Reading)	60141955	4692-01	66	AEB legal entitlement (co-funded)	£450	Multiple Choice test	The 'single mode' Awards enable Reading, Writing and Speaking & Listening to each be recognised as qualifications in their own right, allowing maximum flexibility and for learners' 'spiky' capabilities across each of these linguistic modes to be reflected fairly.
	Level 1 Award in ESOL Skills for Life (Speaking and Listening)	60141979	4692-01	73	AEB legal entitlement (co-funded)	£600	Assignment	
	Level 1 Award in ESOL Skills for Life (Writing)	60141967	4692-01	82	AEB legal entitlement (co-funded)	£450	Assignment	
ESOL Skills for Life: single-mode Awards Level 2	Level 2 Award in ESOL Skills for Life (Reading)	60141980	4692-01	66	AEB legal entitlement (co-funded)	£450	Multiple Choice test	
	Level 2 Award in ESOL Skills for Life (Speaking and Listening)	60142005	4692-01	73	AEB legal entitlement (co-funded)	£600	Assignment	
	Level 2 Award in ESOL Skills for Life (Writing)	60141992	4692-01	82	AEB legal entitlement (co-funded)	£450	Assignment	
ESOL Skills for Life: combined Certificates	Entry Level Certificate in ESOL Skills for Life (Entry 1)	60140756	4692-02 4692-92	204	AEB legal entitlement (co-funded)	£1,265	Assignment (x3)	All of these qualifications are fundable under the legal entitlement,

Qualification group	Qualification/unit title	Learning Aim Reference	C&G qual number	GLH	Fundable?	Weighted rate	Assessment method	Description/ purpose/ suitability
ESOL Skills for Life: combined Certificates	Entry Level Certificate in ESOL Skills for Life (Entry 2)	6014077X	4692-02 4692-92	204	AEB legal entitlement (co-funded)	£1,265	Assignment (x3)	although (unlike maths and English) co-funding applies unless learners are unemployed or on a low income.
	Entry Level Certificate in ESOL Skills for Life (Entry 3)	60140781	4692-02 4692-92	210	AEB legal entitlement (co-funded)	£1,265	Assignment (x3)	The Certificate-sized qualifications combine the assessment of Reading, Writing and Speaking & Listening into one qualification.
	Level 1 Certificate in ESOL Skills for Life	60140793	4692-02 4692-92	221	AEB legal entitlement (co-funded)	£1,265	Writing & S&L: Assignment. Reading: Multiple Choice test	Most assessment is by assignment (externally set, internally marked); the only exception is Reading at levels 1 and 2, which is assessed by a multiple-choice test (available either on-screen or on paper).
	Level 2 Certificate in ESOL Skills for Life	60140768	4692-02 4692-92	221	AEB legal entitlement (co-funded)	£1,265	Writing & S&L: Assignment. Reading: Multiple Choice test	

Qualifications in employability
and personal/social skills

The bottom half of the slide is decorated with several overlapping geometric shapes in various shades of green. These shapes include a large triangle on the right side, a smaller triangle on the left, and several overlapping trapezoidal and rectangular shapes that create a layered, abstract design.

Qualification group	Qualification title	Learning Aim Reference	C&G qual number	GLH ²	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
Employability Skills: Introductory Award	Entry Level Introductory Award in Employability Skills (Entry 2)	60136236	5546-01	13	AEB	£100	Portfolio	<p>This is the smallest qualification size in the Employability Skills suite, with learners needing unit(s) equivalent to at least 20 hours' total qualification time (TQT).</p> <p>There are no mandatory units – select topics from the pool of employability and personal/social development units available (noting any barred combinations) to suit your programme and to make up the required number of credits.</p>
	Entry Level Introductory Award in Employability Skills (Entry 3)	6013625X	5546-01	11	AEB	£50	Portfolio	
	Level 1 Introductory Award in Employability Skills	60136285	5546-01	9	AEB	£50	Portfolio	
	Level 2 Introductory Award in Employability Skills	60136315	5546-01	11	AEB	£50	Portfolio	
Employability Skills: Award	Entry Level Award in Employability Skills (Entry 2)	60136248	5546-02	39	AEB	£300	Portfolio	<p>With the Award qualification size, learners need to achieve units equivalent to at least 60 hours' total qualification time (TQT).</p> <p>There are no mandatory units – select from the pool of employability and personal/social development units available (noting any barred combinations) to make up the required number of credits. However, we have provided some suggested unit combinations in</p>
	Entry Level Award in Employability Skills (Entry 3)	60136261	5546-02	37	AEB	£300	Portfolio	

² GLH shown is based on an average across all units within the rules of combination for that qualification. Depending on the units selected, the actual amount of guided learning hours might be more or less than this figure.

Qualification group	Qualification title	Learning Aim Reference	C&G qual number	GLH ²	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
Employability Skills: Award	Level 1 Award in Employability Skills	60136297	5546-02	29	AEB	£300	Portfolio	the qualification handbook, covering: <ul style="list-style-type: none"> • Preparing for Employment • Succeeding at Work • Lifestyle • Planning for Life and Work • Work Placement • Volunteering • Working for Yourself • Personal Development
	Level 2 Award in Employability Skills	60136327	5546-02	34	AEB	£300	Portfolio	
Employability Skills: Extended Award	Entry Level Extended Award in Employability Skills (Entry 2)	60136352	5546-03	66	AEB	£450	Portfolio	With the Extended Award qualification size, learners need to achieve units equivalent to at least 100 hours' total qualification time (TQT). There are no mandatory units – just select from the pool of employability and personal/social development units available (noting any barred combinations) to make up the required number of credits.
	Entry Level Extended Award in Employability Skills (Entry 3)	60136273	5546-03	62	AEB	£450	Portfolio	
	Level 1 Extended Award in Employability Skills	60136303	5546-03	49	AEB	£450	Portfolio	
	Level 2 Extended Award in Employability Skills	60136339	5546-03	55	AEB	£300	Portfolio	

Qualification group	Qualification title	Learning Aim Reference	C&G qual number	GLH ²	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
Employability Skills: Certificate	Entry Level Certificate in Employability Skills (Entry 2)	60136340	5546-04 5546-40	105	AEB	£724	Portfolio	With the Certificate qualification size, learners need to achieve units equivalent to at least 150 hours' total qualification time (TQT).
	Entry Level Certificate in Employability Skills (Entry 3)	60136418	5546-04 5546-40	93	AEB	£724	Portfolio	There are no mandatory units – it's simply a case of selecting from the entire pool of employability and personal/social development units available (noting any barred combinations) to make up the required number of credits.
	Level 1 Certificate in Employability Skills	60136431	5546-04 5546-40	77	AEB	£724	Portfolio	The two City & Guilds qualification numbers refer to two different pricing approaches. 5546-04 has no registration fee, you simply pay for each unit completed, 5546-40 is an alternative approach with an up-front registration fee.
	Level 2 Certificate in Employability Skills	60136455	5546-04 5546-40	85	AEB	£724	Portfolio	
Employability Skills: Extended Certificate	Entry Level Extended Certificate in Employability Skills (Entry 2)	60136388	5546-05 5546-41	190	No	£1,265	Portfolio	With the Extended Certificate qualification size, learners need to achieve units equivalent to at least 250 hours' total qualification time (TQT).
	Entry Level Extended Certificate in Employability Skills (Entry 3)	6013642X	5546-05 5546-41	159	AEB	£1,265	Portfolio	There are no mandatory units – just select from the pool of employability and personal/social development units available (noting any barred combinations) to make up the required number of credits.

Qualification group	Qualification title	Learning Aim Reference	C&G qual number	GLH ²	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
Employability Skills: Extended Certificate	Level 1 Extended Certificate in Employability Skills	60136443	5546-05 5546-41	135	AEB	£1,265	Portfolio	The two City & Guilds qualification numbers refer to two different pricing approaches. 5546-05 has no registration fee, you simply pay for each unit completed, 5546-41 is an alternative approach with an up-front registration fee and a certification fee when all units are claimed.
	Level 2 Extended Certificate in Employability Skills	60136467	5546-05 5546-41	146	AEB	£1,265	Portfolio	
Employability Skills: Diploma	Entry Level Diploma in Employability Skills (Entry 3)	6013561X	5546-06 5546-42	242	AEB	£1,987	Portfolio	With the Diploma qualification size, learners need to achieve units equivalent to at least 370 hours' total qualification time (TQT). There are no mandatory units – just select from the entire pool of employability and personal/social development units available (noting any barred combinations) to make up the required number of credits. The two City & Guilds qualification numbers refer to two different pricing approaches. 5546-06 has no registration fee, you simply pay for each unit completed, 5546-21 is an alternative approach with an up-front registration fee and a certification fee when all units are claimed
	Level 1 Diploma in Employability Skills	60135591	5546-06 5546-42	206	AEB	£1,987	Portfolio	
	Level 2 Diploma in Employability Skills	60135608	5546-06 5546-42	223	AEB	£1,265	Portfolio	

Qualification group	Qualification title	Learning Aim Reference	C&G qual number	GLH ²	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
Personal & Social Skills: Introductory Award	Entry Level Introductory Award in Personal and Social Skills (Entry 2)	60136674	5546-31	18	AEB	£100	Portfolio	The smallest qualification size within the Personal and Social Skills suite, with learners needing unit(s) equivalent to at least 20 hours' total qualification time (TQT).
	Entry Level Introductory Award in Personal and Social Skills (Entry 3)	60136704	5546-31	11	AEB	£50	Portfolio	
	Level 1 Introductory Award in Personal and Social Skills	6013673X	5546-31	9	AEB	£50	Portfolio	There are no mandatory units – it's simply a case of selecting from the entire pool of personal/social development units available (noting any barred combinations) to make up the required number of credits.
	Level 2 Introductory Award in Personal and Social Skills	6013639X	5546-31	11	No	£0	Portfolio	
Personal & Social Skills: Award	Entry Level Award in Personal and Social Skills (Entry 2)	60135384	5546-32	50	AEB	£300	Portfolio	With the Award qualification size, learners need to achieve units equivalent to at least 60 hours' total qualification time (TQT).
	Entry Level Award in Personal and Social Skills (Entry 3)	60135396	5546-32	41	AEB	£300	Portfolio	There are no mandatory units – it's simply a case of selecting from the entire pool of personal/social development units available (noting any barred combinations) to make up the required number of credits. However, we have provided some

Qualification group	Qualification title	Learning Aim Reference	C&G qual number	GLH ²	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
Personal & Social Skills: Award	Level 1 Award in Personal and Social Skills	60135360	5546-32	32	AEB	£300	Portfolio	suggested unit combinations in the qualification handbook, covering <ul style="list-style-type: none"> • Preparing for Employment • Succeeding at Work • Lifestyle • Planning for Life and Work • Work Placement • Volunteering • Working for Yourself • Personal Development
	Level 2 Award in Personal and Social Skills	60135347	5546-32	40	No	£0	Portfolio	
Personal & Social Skills: Extended Award	Entry Level Extended Award in Personal and Social Skills (Entry 2)	60136686	5546-33	74	AEB	£450	Portfolio	With the Extended Award qualification size, learners need to achieve units equivalent to at least 100 hours' total qualification time (TQT). There are no mandatory units – it's simply a case of selecting from the entire pool of personal/social development units available (noting any barred combinations) to make up the required number of credits.
	Entry Level Extended Award in Personal and Social Skills (Entry 3)	60136716	5546-33	64	AEB	£450	Portfolio	
	Level 1 Extended Award in Personal and Social Skills	60137241	5546-33	46	AEB	£450	Portfolio	
	Level 2 Extended Award in Personal and Social Skills	60136376	5546-33	58	No	£0	Portfolio	
Personal & Social Skills: Certificate	Entry Level Certificate in Personal and Social Skills (Entry 2)	60135372	5546-34 5546-45	120	AEB	£724	Portfolio	With the Certificate qualification size, learners need to achieve units equivalent to at least 150 hours' total qualification time (TQT).

Qualification group	Qualification title	Learning Aim Reference	C&G qual number	GLH ²	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
	Entry Level Certificate in Personal and Social Skills (Entry 3)	60135335	5546-34 5546-45	100	AEB	£724	Portfolio	There are no mandatory units – it's simply a case of selecting from the entire pool of personal/social development units available (noting any barred combinations) to make up the required number of credits.
	Level 1 Certificate in Personal and Social Skills	60135359	5546-34 5546-45	89	AEB	£724	Portfolio	The two City & Guilds qualification numbers refer to two different pricing approaches. 5546-34 has no registration fee, you simply pay for each unit completed, 5546-45 is an alternative approach with an up-front registration fee and a certification fee when all units are claimed
	Level 2 Certificate in Personal and Social Skills	60135323	5546-34 5546-45	91	No	£0	Portfolio	
Personal & Social Skills: Extended Certificate	Entry Level Extended Certificate in Personal and Social Skills (Entry 2)	60136698	5546-35 5546-46	164	AEB	£724	Portfolio	With the Extended Certificate qualification size, learners need to achieve units equivalent to at least 250 hours' total qualification time (TQT)..
	Entry Level Extended Certificate in Personal and Social Skills (Entry 3)	60136728	5546-35 5546-46	178	AEB	£1,265	Portfolio	There are no mandatory units – it's simply a case of selecting from the entire pool of personal/social development units available (noting any barred combinations) to make up the required number of credits.
Personal & Social Skills: Extended Certificate	Level 1 Extended Certificate in Personal and Social Skills	60136406	5546-35 5546-46	155	AEB	£1,265	Portfolio	The two City & Guilds qualification numbers refer to two different pricing approaches. 5546-35 has no registration fee, you simply pay for each unit completed, 5546-46 is an

Qualification group	Qualification title	Learning Aim Reference	C&G qual number	GLH ²	Fundable?	Weighted rate	Assessment method	Description/purpose/suitability
	Level 2 Extended Certificate in Personal and Social Skills	60136364	5546-35 5546-46	132	No	£0	Portfolio	alternative approach with an up-front registration fee and a certification fee when all units are claimed

About City & Guilds

Since 1878 we have worked with people, organisations and economies to help them identify and develop the skills they need to thrive. We understand the life changing link between skills development, social mobility, prosperity and success. Everything we do is focused on developing and delivering high-quality training, qualifications, assessments and credentials that lead to jobs and meet the changing needs of industry.

We work with governments, organisations and industry stakeholders to help shape future skills needs across industries. We are known for setting industry-wide standards for technical, behavioural and commercial skills to improve performance and productivity. We train teams, assure learning, assess cohorts and certify with digital credentials. Our solutions help to build skilled and compliant workforces.

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