

Advice and Guidance (3569)

Level 3 and 4



Frequently asked questions

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1. Who developed these qualifications?

The qualifications have been developed by a consortium of Awarding Organisations comprising of City & Guilds, Edexcel, OCR and NCFE.

2. Who are these qualifications for?

The qualifications are designed for learners in paid for voluntary employment in the Advice and Guidance sector. For the Level 3, learners need to be over sixteen and for Level 4 learners need to be over 18.

3. What is the qualification number for these qualifications?

3569-03 for Level 3 and 3569-04 for Level 4.

4. What are the training requirements?

Learners will need to be capable of reaching the required standard and have access to assessment opportunities in a real work environment.

5. Does this qualification replace an existing qualification?

Yes, the Level 3 Award and Level 4 Diploma in Advice and Guidance (3569) replace the previous NVQ in Advice and Guidance Levels 2, 3 and 4 (3069).

Please note that there is no direct equivalent to Level 2 of the 3069 although learners can access two Level 2 units within the 3569 Level 3 via the unit route.

6. What are the main differences between 3069 NVQ in Advice and Guidance and the new Advice and Guidance 3569 qualifications?

The 3569 Level 3 and Level 4 are in a Framework format and, whilst still based on the NOS, represent a more generic approach to the delivery of Advice and Guidance by covering a broader range of activities in the sector.

New qualifications for Careers Guidance provide a more focussed route for that area of work. The suite of qualifications can be found under 3072 are:

- Level 3 Award in supporting clients to overcome barriers to learning and work.
- Level 4 Diploma in career information and advice.
- Level 6 Diploma in career guidance and development.

Further details for these qualifications can be found on the website.

7. Is there any independent assessment required?

Independent assessment is not a requirement for these qualifications.

8. What are the assessment requirements?

Learners will be required to demonstrate competence and knowledge in the workplace; this can be evidenced through a portfolio or e-portfolio. Assessors can employ traditional evidence gathering methods such as observation, expert witness testimony, professional discussion, reflective account, questioning, work products, witness testimony, recognition of prior learning (RPL) and assignments. Simulation is not allowed.

9. What resources are available?

A centre handbook will be available from 1 May 2011 and will contain the unit content as well as additional range and guidance. Assessors and learners resources will be available on Smartscreen later this year.

10. Where can I find the Advice and Guidance NOS?

These are available in the Lifelong Learning UK website www.lluk.org/standards-and-qualifications/standards/advice-and-guidance

11. Our Centre is approved to deliver 3069, do we get automatic approval for the new qualifications?

Yes, centres currently approved for the 3069 will have automatic approval to run the new 3569 Advice and Guidance qualifications.

12. Is there any direct transfer between the previous Advice and Guidance 3069 and the new Framework replacement 3569?

No, there is no direct equivalency between units. Assessors wishing to utilise previous learner work on the 3069 will need to evidence a recognition of prior learning process.

13. Is there any assessment guidance for centres?

Assessment guidance will be present for each unit and can be found in the scheme handbook.

14. Are there any training support events available to our staff?

For details of future training events and network events, please refer to the events section of the City & Guilds website for your region or nation.

15. What are the requirements for assessors delivering this qualification?

Assessors are required to demonstrate evidence of occupational competence via their CV or qualification and hold or be working towards a recognised assessment qualification.

16. Can these units be certificated as stand alone?

Yes. Learners can be registered on the following routes for single unit certification 3569-93 and 3659-94.

17. Where can I find a glossary of terms?

The individual unit guidance will contain information on frequently used terminology.