

Redeveloped 6317

Assessment & Quality

Assurance Qualifications

Points of clarification from Q&A session
April 2026

Version 02

Last modified 14-July-2026

For external use



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1. Q&A – April 2026

Q: Can candidates be placed directly to the Level 3 Extended Certificate in Assessing Occupational Achievement? Or will they need to complete the Award first?

A: Yes, candidates can be placed directly onto the Level 3 Extended Certificate via rules of combination as the Extended Certificate contains the Award unit.

Q: Which Award do we choose where assessors do not assess in the workplace, just the classroom?

A: The 6317-64 (Level 3 Award in Assessing Occupationally Related Achievement)

Q: Will this suite of qualifications be a requirement for anyone undertaking assessment for apprenticeships?

A: Whilst it is not a requirement for centre staff to hold assessor and/or IQA qualifications (including TAQA, A and V Awards, D32/33 and D34), City & Guilds considers it best practice for centre staff to hold qualifications relevant and appropriate to their role.

Q: Is it possible to have learners studying together on the different qualifications, but they are all assessed using different pathways, or would we need to offer different courses for each type of Candidate Assessor?

A: Yes, providing the candidate assessors have the opportunity to meet the assessment criteria.

Q: Can the 6317-72, 6317-73 be assessed remotely?

A: Yes, they can be assessed by live remote and in person, where appropriate.

Q: Can I have clarification as to whether a candidate-assessor can undertake a TAQA qualification if only assessing on apprenticeship standards, and not a qualification?

A: Yes, providing the candidate-assessor can meet the assessment criteria, there is no reason they cannot undertake a TAQA qualification.

Q: Will there be clear guidance on how many observations are required?

A: Yes, this will be clearly stipulated in the qualification handbook.

Q: If a person already has a D32/33, A1 and TAQA level 4, would they need to update to this new version?

A: No, there is no requirement to update to a newer version.

Q: What materials will be available to support this delivery? Will this be divided to match each qualification type? Is this material likely to be available and presented before the next webinar?

A: There will be a Qualification Handbook, Assessment and Quality Assurance Forms available for each level of qualification. They will be available for the launch in September 2026.

Q: If you submit an approval application after 29 June webinar, what is the timescale for approval approximately?

A: Both qualification and centre approval have a 30-day timescale. However, fast-track approval is a shorter timeframe.

Q: For any learners already registered for 6317-31, 33, etc., will they continue with those current criteria and specifications? Are these new combinations for new registrations from September 2026?

A: Yes, these qualifications are for new registrations from September 2026.

Q: When can we deliver the current qualifications until?

A: You can continue to deliver the current qualifications until registrations open for new registrations from September 2026.

Q: Is there an opportunity to RPL any units from 6502, e.g. Unit 305/306 from the Award in Education and Training?

A: No, as the intention is to update the optional units within the 6502 to reflect the changes to 6317.

Q: I have an A1 and a V1, and the LIQA, will I still be able to deliver the new suite of qualifications?

A: Yes

Q: Is there a charge for Fast Track approval?

A: Fast Track is free of charge and only available for 12 months after upload. City & Guilds and ILM pricing

Q: To achieve the knowledge unit, has this been changed at all, as it was discussed that there was an awful lot to do in eight outcomes for just three credits?

A: A centre-assessed portfolio of evidence has replaced the mandatory assignments.

Q: Will observations be able to take place online, due to our organisation being national and therefore learners and assessors / IQAs are not in the same location? We use digital skills within our teaching sessions, so we would like to be able to assess and observe online as well.

A: Yes, according to the POS and Rules of Combination qualification you select, where appropriate.

Q: Can remote observations and f2f observations be used as evidence for the 6317-62 as some practitioners apply both?

A: No, the 6317-62 is for in-person observation only. For centres wishing to do a mix of both f2f and live remote, they must select the POS and qualification Level 3 Extended Certificate in Assessing Occupational Achievement (remote and in person) 6317 – 67.

Q: When do we get the link for the launch webinar?

A: The link will be sent out via marketing in the next week. It will be sent to all attendees who registered via the pre-launch marketing link.

Q: If I am an Assessor delivering knowledge in the classroom, but observing in person in the workplace, would we need to do the Extended Certificate?

A: No, you would select the 6317-65 as this allows for the knowledge to be delivered in the classroom and observations face-to-face in the workplace. Please see the RoC slide.

Q: Who will be allowed to deliver the suite of qualifications?

A: Guidance for delivering all qualifications will be provided in the Qualification Handbook, which will not change from the current guidance.

Q: Can all pathways be remotely assessed by the TAQA-Assessor (TA)? For example, if the CA is assessing via Teams, possibly 'Assignments', can the TA observe the assessment taking place via a shared screen?

A: No, only the live remote pathway option can be assessed by live remote observation. Guidance will be provided for live remote observations.

Q: Can I ask that there is more than just the 2nd of July date

A: The date for the webinar is 29 June 2026. The webinar will be recorded and accessible for people not able to attend in person.

Q: Do I need to register for LinkedIn? Will this be the only way I can share best practices?

A: You will be sent a link to join the forum, but it is up to the individual to join. We will hold good practice meetings as well as sharing posts on LinkedIn.

Q: Are GLH mandatory or advisory, and will these need to be logged for verification?

A: GLH represent a notional or estimated amount of guided learning, not a fixed timetable requirement. Providers are not required to deliver GLH minute-for-minute, but delivery should be reasonable, credible, and aligned with the qualification design. Ofqual has explicitly stated that GLH are a guide to size, not a prescription for how teaching must be structured.

Q: Why not a qual with a combination of 304, 305 & 306?

A: The redevelopment of these qualifications is part of a joint Awarding Organisation initiative that agreed the combinations.

Q: Is there a qualification that combines both occupationally related achievement and observation in the work environment?

A: Yes, but it will depend on which assessment methods you are using in the work environment, live remote or in person. Please see the rules of combination slide.

Q: Where a Candidate Assessor will be expected to carry out both remote and face-to-face assessments in their role, which route should they take?

A: The Level 3 Extended Certificate in Assessing Occupational Achievement (live remote and in person) 6317 – 67.

Q: Does the 6317-67 cover everything?

A: Yes, for TAQA at level 3.

Q: Does 6317-67 more or less replace 6317-33?

A: No, as the new 6317-67 contains a live remote observation unit.

Q: For example, the 6317-67 allowing both surely eliminates the need for separate face-to-face and remote-only pathways. Or are candidate assessors expected to do both live and in-person for 6317-67?

A: Yes, candidates are expected to do both for the Level 3 Extended Certificate in Assessing Occupational Achievement (remote and in person) 6317 – 67.

Q: Which Awards can candidates assess remotely AND in person (including IQA Awards)? The suite seems to be either/or and does not seem to accommodate blended learning.

A: For the TAQA level 3, the Level 3 Extended Certificate in Assessing Occupational Achievement (live remote and in person) 6317 – 67.

For the IQA qualifications, all three qualifications can be carried out either live, remote, or in person.

Q: Is it recommended that an IQA candidate hold an assessor award/certificate and not just the knowledge principles of an assessor, but the practical or remote too?

A: In some sectors, it is not compulsory to be an assessor before being an IQA. So, a candidate could do the IQA qualification without doing any of the assessment ones first. Therefore, centres must carry out an in-depth initial assessment and guide candidates to undertake the most appropriate units or qualification for their particular role and situation at that time.

Q: Which pathway replaces the old CAVA please?

A: There are no direct replacements for the Certificate, but two different options:

- Level 3 Certificate in Assessing Occupational Achievement (in person) 6317-65

- Level 3 Certificate in Assessing Occupational Achievement (remote) 6317 -66

Q: When can we see a draft qualification handbook, please - lots of planning will be needed, ready for September?

A: The content of the qualifications has not changed significantly; it is the assessment methods, clarity and amplification of content that have changed.

Q: Do TAQA assessors and IQAs now need to do the remote assessment quals themselves in order to deliver, assess and IQA them?

A: No, there is no requirement to upskill, provided assessors hold the relevant qualifications listed in the Qualification Handbook.

Q: It would be beneficial to have exemplar portfolios with clear ideas/number of assessments, including what is expected, as well as other portfolio evidence documents

A: There will be guidance in the qualification handbook on portfolio building, along with Assessment and Quality Assurance Forms.

Q: Will C&G provide CPD opportunities for those delivering the TAQA courses?

A: There will be sharing of good practice. New for this year and about to be updated is a CPD brochure for centres choosing to offer bespoke CPD. [Continuing Professional Development Events \(CPD\) Brochure](#)

Q: Do you recommend that candidates complete the larger qualification with remote and face-to-face - as if they change employment, they will not have a transferable qualification?

A: It would be beneficial to candidates, particularly if they are likely to observe both live remotely and in person.

Q: Will there still need to be a countersigner?

A: Where the candidate assessor is not a subject specialist, confirmation from a subject specialist is required and must be provided by the countersigner.

Q: Will there still need to be a countersigner?

A: Where the candidate assessor is not a subject specialist, confirmation from a subject specialist is required and must be provided by the countersigner.

2. FAQ from June Launch Webinar - 6317 Suite

Q. Will this mean that current holders of 6317 will be expected to update?

A. No holders of the 6317 will not be required to update however it is recommended assessors are familiar with any new terminology and assessment criteria.

Q. Will you have clear examples of the meaning of the verbs at these levels?

A. City & Guilds use Blooms Taxonomy for descriptors for all command verbs

Q. Does this mean for unit 301 there will be no workbook but formative assessment building a portfolio of evidence?

A. The unit numbers will be changing. All evidence required is stated in the Qualification Handbook, we don't require a work pack to be completed.

Q. If there are no assignments, how is the 'understanding' unit assessed?

A Please refer to the evidence required in the Qualification Handbook

Evidence may be generated in multiple ways to confirm that the TAQA learner meets the requirements of this unit. The table on page 45 of the Qualification handbook provides recommendations on types of activity that are likely to generate sufficient portfolio evidence, and potential approaches to gather this evidence holistically.

Q. If someone wants to complete the face to face and remote elements of the course, how many assessor observations will need to be conducted by the tutor/assessor

A. Please refer to rules of combination requirements for in person and live remote assessments. The centre assessor will need to observe the TAQA learner. For the in person or live remote unit's observations of the TAQA learner by the centre assessor are required on, at least two occasions, ensuring at least one observation for each of their own learners' assessments.

Live remote observations of the TAQA learner by the centre assessor are required on at least two occasions, ensuring at least one observation for each of their own learners' assessments.

Q. Does this mean you don't have to do in person unit but can do the remote only so one or the other? Or a mixture of both?

A. Please refer to rules of combination for the correct TAQA qualification. Each unit will state the requirements for in person and /or remote depending on the qualification studied. The rule of combination allows for all these options.

Q. Why is there is no combined in person and live remote assessment qualification as many community learning providers will be assessing both

A. The Extended Certificate allows for this. This was a joint initiative and all awarding organisations in the group agreed on this approach.

Q. If someone is assessing within college only and not in the workplace, why would they do unit 307 which refers to KSBs?

A. TAQA learners need to choose units or qualifications via the ROC that are suitable for their learning objectives and environment.

Q. Which qualification replaces the award in assessing vocationally related achievement?

A. The 6317-64 is the level 3 Award in assessing occupationally related achievement

Q. Will Awarding Organisations stipulate what is required for assessing staff via individual Qual handbooks?

A. Yes details of staff qualifications and requirements are stipulated in the Qualification Handbook

Q. If someone does the live remote unit can they still use the certificate to assess (in person) candidates of their own or does it have to be only live remote? By two occasions, can these be on the same day?

A The level 3 Extended Certificate 6317-67 is for both live remote and in person assessment. We haven't put a rule in place for when observations can be carried out. Learners need to evidence the learning outcomes and assessment criteria.

Q. Will other AOs follow suit with your content, or will they be producing something different?

A. These qualifications have been developed in collaboration with awarding organisations across the sector. Core components of the units, including titles, aims, guided learning hours (GLH), credit values, learning outcomes and assessment criteria, are shared across awarding organisations.

Q. Does the TAQA learner need to have evidence of observing on four times for unit in person observations What about a combination of assessments? E.g. a PD and three observations?

A. please refer to the Qualification handbook for details of assessment requirements.

Q. Can the centre assessors carry out 2 observations on the same learner, or does it need to be one on each learner

A. In person or live remote observations of the TAQA learner by the centre assessor are required on at least two occasions, ensuring at least one observation for each of their own learners' assessments.

Q. Will OneFile eportfolios be updated with these new requirements?

A. You will need to contact OneFile as this is an external LMS not a C&G LMS.

Q. Is the in-person unit compulsory or can you just do live remote?

A. Please refer to rules of combination to select the qualification required. Selecting which units will depend on the TAQA qualification selected.

Q Countersignature gets difficult when their own qual AO's do not require it.

A. Countersignatures are required as the TAQA learner is not yet qualified to make a final assessment decision.

Q. Will these qualifications be achievable with the new assessment reforms. Are there minimum assessment methods that must be evidence

A. The new TAQA qualifications are part of a joint awarding organisation initiative. Details of minimum assessment methods will be stated for each qualification within the qualification handbook.

Q. Will there be guidance/exemplar of what C&G will accept/require for a fully completed portfolio?

A. Yes there are clear guidelines provided in the Qualification Handbook suggesting the types of evidence required.

Q. If you already have the qualifications Level 3 and Level 4 do you need to upgrade to still be qualified as Assessor and Lead TAQA?

A. No there is no requirement to upgrade existing recognised qualifications.

Q. Is their evidence guidance and best practice guidance within the handbook like there is currently? This is useful.

A. Yes there is clear guidance and clarification in the Qualification Handbooks

Q. Are simulation activities now allowed - classed as Occupationally related achievements.?

A. Simulation is only permitted within the unit (Assess knowledge, skills and behaviours), where assessment takes place outside of the work environment. Centres should refer to the unit for examples of appropriate use of simulation. Simulation must not be used to evidence occupational competence in the work environment, where evidence is required to be generated through naturally occurring work-based practice.

Q. How do these new units fit in with AET and CET option units?

A. We will look to map the optional units to the AET and CET

Q. Will International Providers be able to apply for these qualifications?

A. Yes, these qualifications will be able to be delivered internationally providing centres are able to meet the requirements of the qualifications.

Q. Has the education element been taken out of the new qualification?

A. This was a joint Awarding Organisation initiative. All Awarding Organisations within the group agreed the content.

Q. How do we get the digital credentials if we did our own quals over a decade ago?

A. If we have a full name and email address and proof that it was earned, and the credential is built, we can issue them

Q. If we got our quals using a work email address. can we switch the digital credentials to our personal email address when we change roles?

A. Yes, we just need your name and work email address to find the credential update the information and re-issue it.

Q. Are the digital credentials only available for the new version of the qualification? Or are we able to arrange for these to be sent to learners who have already achieved the existing qualification

A. If we have the relevant Digital Credential to the learner's qualification and we have the learners' details yes; we can arrange for you to send to learners who have already achieved the existing qualification.

Q. Do centres need to apply for approval again; how and what is the deadline if we are to offer these in the new academic year?

A. centre's already delivering will be required to submit a Fast Track for the updated versions. New centre's will be required to submit a QAP. We have agreed that centres are required to express their interest in the new versions - so yes, they are applying for approval again via Fast Track.

Q. Will we need to wait for an EQA visit before claims can be made for these new qualifications?

A. Yes - we need to ensure that new requirements are being met before claims can be made. Centre's can request their activity to be brought forward if they, us and their EQA see fit to ensure learners are not disadvantaged, if they are ready to be certificated.

Q. Can you use any of the previous units against the new qualifications, or would additional assessment be required for the new qualifications.

A. Please refer to the APL guidance in the Qualification Handbook

Q. Will our direct claim status be carried forward

A. No - given the changes, as noted above, we need to ensure centre's meet the appropriate requirements before DCS can be implemented. Ultimately C&G and centre's both wished for changes to be made to the qualifications to ensure transparency and clear requirements (previously these were open to interpretation), with these positive changes has come the additional requirement to re-sample against new requirements prior to certification.

Q. We are already an approved centre; will we be automatically approved or do I have to complete a form?

A. All Centres wishing to offer these new qualifications will have to submit a Fast Track form.

Q. In the remote unit, can the assessor observe remotely too by joining the TEAM meeting or do they have to be present in the room with the trainee assessor?

A. The TAQA centre assessor can be in person or remote.

Note: Please note that these qualifications are under development. Although responses have been provided in line with current expectations, terminology and assessment-related details may be amended during the final development and approval stages.

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