



delivering services on behalf of
nocn
CREATING OPPORTUNITIES

Guidance on the changes to how we charge for NOCN Qualifications

August 2015

www.oneawards.org.uk

Changes to the NOCN Fee Structures

Introduction

Over the past few years One Awards has been working increasingly closely with NOCN in order to provide the highest quality products and services along with excellent levels of customer service to our valued customers. One of the areas we have been working on recently is to provide more flexible options for our centres when registering learners onto NOCN qualifications. The purpose of this document is to explain the different options you will have for registering learners after the 1st August 2015, and how they impact on what you will be charged on NOCN qualifications.



Scenario one - registration against a qualification

If you have learners that you believe will achieve the qualification, then you may wish to register them all against the qualification. This will incur the qualification fee for all the learners, regardless of their achievement. To do this you must select the qualification on QuartzWeb.

e.g. 20 Learners registered on an Entry Level Award with 6 credits costs £20 per learner. Cost would be $20 \times £20 = £400$, regardless of whether the learners achieved the qualification or not

Scenario two - registration against a qualification, with additional credits

If you wish your learners to achieve the qualification with additional credits, then an additional charge will be made against the additional credits. The charge will be against those credits achieved over and above the number required to gain the qualification. You must select the qualification on QuartzWeb.

e.g. 20 Learners registered on an Entry Level Award with 6 credits costs £20 per learner, and the learners achieve 9 credits, which includes the 6 required for the qualification. Cost would be $20 \times £20 = £400$ on registration, for the qualification, then $20 \times £15$ (1-3 EL ICV band) = £300 for the additional 3 credits, on achievement.

Scenario three - registration against NOCN Intended Credit Value (ICV)

If you have a group of learners where there may be a risk that they may not complete and achieve the qualification (or not achieve in one go), you may wish to consider registering using the NOCN Intended Credit Value Method (ICV). This option may be particularly valuable to centres who work with more disengaged learners such as Young People not in Employment, Education or Training (NEET), more transient learners and potentially unemployed learners who may leave to jobs. It may be that although there is a clear qualification aim, a unit by unit, credit accumulation approach may be most appropriate. The learners can be registered on a low credit value, which you will be invoiced for, but if the learners achieve a higher credit value, you will be charged the additional fee. The learners who achieve the qualification will still receive the qualification certificate.

This method may cost more on achievement of the qualification, but allows for flexibility around the ability of the learners within a specific run. To register using this method, you select the programme on Quartzweb, and enter the NOCN ICV figure within the ICV box.

e.g. 20 Learners registered on an Entry Level Award with 6 credits costs £20 per learner. But if you register those 20 learners on 3 credits using the ICV method, the cost would be $20 \times £15$ (which is the fee for 3 credits) = £300.

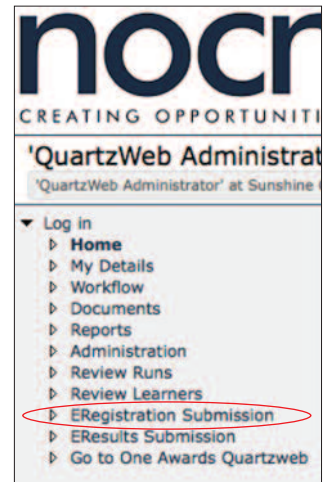
If 15 of the learners then achieve the qualification, the additional charge would be $15 \times £5$ (which is the difference between Entry Level 1-3 credits @ £15, and Entry Level 4-6 credits @ £20) = £75. The total cost would be £375.

Scenario four - approved for units of a qualification only

If you have been approved for units of a qualification, rather than the full qualification, then you must register using the NOCN ICV method. The learners can be registered on a low credit value which you will be invoiced for, but if the learners achieve a higher credit value you will be charged the additional fee. To register using this method, you select the programme on Quartzweb, and enter the ICV figure within the ICV box.



Registration Guidance



To register learners directly onto a Qualification, or onto a Qualification with additional credits on QuartzWeb, as in scenarios 1 & 2 take the following steps:

1 From the menu on the left of the screen select *ERegistration Submission*

2 Select the appropriate **Course of learning** from the **first** dropdown menu

3 Select the appropriate **Qualification** from the **second** dropdown menu

4 Enter all other relevant details as usual, such as start and end dates, Tutor, etc.

5 In the **Intended Credit Value** box enter a value of 0 (zero)

6 Browse for your **Standard ERegistration** form with completed learner details and attach your file. Select the **Continue with Unit Registration** button. On the next screen **select all the relevant units** and then submit your registrations

To register learners using the NOCN Intended Credit value on QuartzWeb, as in scenarios 3 & 4 take the following steps:

1 From the menu on the left of the screen select **ERegistration Submission**

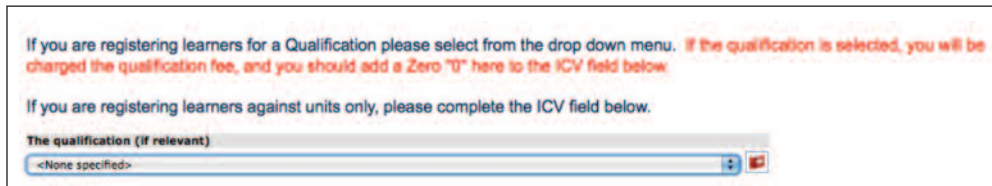
2 Select the appropriate **Course of learning** from the **first** dropdown menu



The course of learning

Sunshine College Emergency First Aid [133848]

3 **Do not** select any qualification from the **second** dropdown menu - **leave it as <None specified>**



If you are registering learners for a Qualification please select from the drop down menu. If the qualification is selected, you will be charged the qualification fee, and you should add a Zero "0" here to the ICV field below.

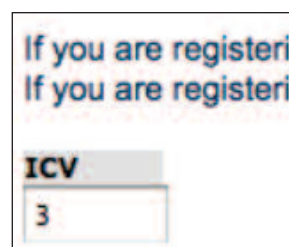
If you are registering learners against units only, please complete the ICV field below.

The qualification (if relevant)

<None specified>

4 Enter all other relevant details as usual, such as start and end dates, Tutor, etc.

5 In the Intended Credit Value box enter the minimum number of credits that your learners are likely to achieve (i.e. 3)



If you are registering

If you are registering

ICV

3

6 Browse for your **Standard ERegistration** form with completed learner details and attach your file. Select the **Continue with Unit Registration** button. On the next screen select all the relevant units and then submit your registrations

For full guidance on how to access and use the QuartzWeb system please see the document **QuartzWeb Administration User Guide**, which can be found on the One Awards website **here**.



One Awards
1 Palmer Road
South West Industrial Estate
Peterlee
Co Durham
SR8 2HU

Tel: 0191 518 6550
Fax: 0191 518 6551

www.oneawards.org.uk

