

Qualifications' Descriptors

Contents

Aim of this Document	3
Regulated Qualifications	3
Qualifications' Levels and Sizes	3
Qualification Level	3
Qualification Size	3
Level Equivalence for England, Wales and Northern Ireland	5
Level 1	5
Level 2	5
Level 3	5
Level 5	5
Level 6	6
Overseas Qualifications	6
Level Descriptors.....	7
Level 1	7
Level 2	8
Level 3	9
Level 5	10
Level 6	11
Appendix A - Qualifications Framework and Membership	13

Aim of this Document

The purpose of this document is to inform Learners about the Levels of CILT(UK) Regulated Qualifications offered by The Business School (UK) Ltd. It aims to help Learners understand the differences between the levels.

All qualifications are open entry. This means that there are no pre-assessment or entry requirements. Learners are encouraged to use their own judgement when enrolling on a qualification depending on their prior academic and professional experience. We do, however, recommend that you discuss with us your proposed entry to Level 5 and Level 6 qualifications. Our aim is to ensure that you are studying at the correct level to offer the best possible chance of success.

Regulated Qualifications

These are qualifications which meet the regulatory requirements for the design, delivery, assessment and award of units and qualifications, and are regulated by the government bodies Ofqual and/or Qualifications Wales/CCEA Accreditation, if appropriate.

Qualifications' Levels and Sizes

Qualification Level

The Regulated Qualifications Framework (RQF) covers both academic and vocational/professional qualifications. Levels for qualifications were introduced to help Learners and employers understand the difficulty and complexity of the knowledge and skills associated with any qualification. In England and Wales there are eight levels supported by three 'entry' levels. While most qualifications will be assigned a single level some, such as GCSEs, can span more than one.

Qualification Size

Size refers to the estimated total amount of time it would typically take a Learner to study and be assessed for a qualification. This can be anything from a matter of hours to several years of study and of course, different students can take different amounts of time to study for the same qualification. Size is expressed in terms of Total Qualification Time (TQT).

The part of that time typically spent being taught or supervised, rather than studying alone, is known as Guided Learning Hours (GLH). You will see references to TQT and GLH in some of your CILT documents.

Qualifications can sit at different levels, but require similar amounts of study and assessment time. Equally, qualifications at the same level can take different amounts of study and assessment time.



(Source: https://ofqual.blog.gov.uk/wp-content/uploads/sites/137/2015/10/RQF_Bookcase.pdf)

Level Equivalence for England, Wales and Northern Ireland

Level 1

- First certificate
- GCSE - grade D, E, F or G
- Level 1 Award, Certificate, Diploma.

Level 2

- CSE - grade 1
- GCSE - grade A*, A, B or C
- Intermediate apprenticeship
- Level 2 Award, Certificate, Diploma
- O level - grade A, B or C.

Level 3

- A level - grade A, B, C, D or E
- Access to higher education diploma
- Advanced apprenticeship
- Applied general
- AS level
- Level 3 Award, Certificate, Diploma
- International Baccalaureate diploma.

Level 5

- Diploma of higher education (DipHE)
- Foundation degree
- Level 5 Award, Certificate, Diploma
- Higher national diploma (HND).

Level 6

- Degree apprenticeship
- Degree with honours - for example bachelor of the arts (BA) honours, bachelor of science (BSc) honours
- Graduate certificate
- Graduate diploma
- Level 6 Award, Certificate, Diploma
- Ordinary degree without honours.

(Source: <https://www.gov.uk/what-different-qualification-levels-mean/list-of-qualification-levels>)

Overseas Qualifications

For information about qualifications outside the UK, please refer to the the following sources:

- Compare the European Qualifications*
- Contact the UK National Academic Recognition Information Centre (UK NARIC) to compare a UK qualification with any non-UK qualification**
Please note – there is a fee involved.

*European Qualifications Framework (EQF): ec.europa.eu/ploteus/content/descriptors-page

**UK NARIC: naric.org.uk/cpq/

More details can be found at **Appendix A - Qualifications Framework and Membership** where European and UK Qualifications are mapped against the CILT(UK) Grades of Membership.

Level Descriptors

Level 1

Level Knowledge descriptor (The holder...)	Skills descriptor (The holder can...)
Has basic factual knowledge of a subject and/or knowledge of facts, procedures and ideas to complete well-defined routine tasks and address simple problems; and Is aware of aspects of information relevant to the area of study or work.	Use basic cognitive and practical skills to complete well-defined routine tasks and procedures. Select and use relevant information. Identify whether actions have been effective.

(Source: Ofqual/15/5774, Qualification and Component Levels)

- CILT(UK) Level 1 Award in Logistics and Transport.

Note The Business School does not offer this qualification.

Level 2

Level Knowledge descriptor (The holder...)	Skills descriptor (The holder can...)
<p>Has knowledge and understanding of facts, procedures and ideas in an area of study or field of work to complete well-defined tasks and address straightforward problems.</p> <p>Can interpret relevant information and ideas.</p> <p>Is aware of a range of information that is relevant to the area of study or work.</p>	<p>Select and use relevant cognitive and practical skills to complete well-defined, generally routine tasks and address straightforward problems.</p> <p>Identify, gather and use relevant information to inform actions.</p> <p>Identify how effective actions have been.</p>

(Source: Ofqual/15/5774, Qualification and Component Levels)

The following Level 2 qualification is offered by The Business School via its' Virtual Learning Environment:

- CILT(UK) Level 2 Certificate in Logistics and Transport.

Level 3

Level Knowledge descriptor (The holder...)	Skills descriptor (The holder can...)
<p>Has factual, procedural and theoretical knowledge and understanding of a subject or field of work to complete tasks and address problems that while well-defined, may be complex and non-routine.</p> <p>Can interpret and evaluate relevant information and ideas.</p> <p>Is aware of the nature of the area of study or work.</p> <p>Is aware of different perspectives or approaches within the area of study or work.</p>	<p>Identify, select and use appropriate cognitive and practical skills, methods and procedures to address problems that while well defined, may be complex and non-routine.</p> <p>Use appropriate investigation to inform actions.</p> <p>Review how effective methods and actions have been.</p>

(Source: Ofqual/15/5774, Qualification and Component Levels)

The following Level 3 qualification(s) are offered by The Business School via its' Virtual Learning Environment:

- CILT(UK) Level 3 Award in Global Logistics
- CILT(UK) Level 3 Award in Warehousing
- CILT(UK) Level 3 Certificate in Global Logistics
- CILT(UK) Level 3 Certificate in Logistics and Transport

Level 5

Level Knowledge descriptor (The holder...)	Skills descriptor (The holder can...)
<p>Has practical, theoretical or technological knowledge and understanding of a subject or field of work to find ways forward in broadly defined, complex contexts.</p> <p>Can analyse, interpret and evaluate relevant information, concepts and ideas.</p> <p>Is aware of the nature and scope of the area of study or work.</p> <p>Understands different perspectives, approaches or schools of thought and the reasoning behind them.</p>	<p>Determine, adapt and use appropriate methods, cognitive and practical skills to address broadly defined, complex problems.</p> <p>Use relevant research or development to inform actions.</p> <p>Evaluate actions, methods and results.</p>

(Source: Ofqual/15/5774, Qualification and Component Levels)

The following Level 5 qualification(s) are offered by The Business School via its' Virtual Learning Environment:

- CILT(UK) Level 5 Professional Diploma in Logistics and Transport

Level 6

Level Knowledge descriptor (The holder...)	Skills descriptor (The holder can...)
<p>Has advanced practical, conceptual or technological knowledge and understanding of a subject or field of work to create ways forward in contexts where there are many interacting factors.</p> <p>Understands different perspectives, approaches or schools of thought and the theories that underpin them.</p> <p>Can critically analyse, interpret and evaluate complex information, concepts and ideas.</p>	<p>Determine, refine, adapt and use appropriate methods and advanced cognitive and practical skills to address problems that have limited definition and involve many interacting factors.</p> <p>Use and, where appropriate, design relevant research and development to inform actions.</p> <p>Evaluate actions, methods and results and their implications.</p>

The following Level 6 qualification(s) are offered by The Business School via its' Virtual Learning Environment:

- CILT(UK)-IOM Level 6 Advanced Diploma in Operations Management

This page is intentionally blank

Appendix A - Qualifications Framework and Membership

In this chart the CILT membership grades and qualifications are benchmarked against the European Qualifications Framework (EQF) which is a common European reference system linking different countries' national qualifications systems and frameworks together. The EQF uses various reference levels based on learning outcomes (defined in terms of knowledge, skills, and competences). The focus is on what a person holding a particular qualification knows and is able to do. The UK equivalent Regulated Qualifications Framework (RQF) is on the right of the chart.

EQF Level (EU)	Knowledge	Skills	Competence	Membership Grade	Qualifications (UK)	RQF Level (UK)
2	Basic factual knowledge of a field of work.	Basic cognitive and practical skills required to use relevant information in order to carry out tasks and to solve routine problems using simple rules and tools.	Work under supervision with some autonomy.	Learner affiliate	GCSE D- F CILT Level 1	1
3	<i>Knowledge of facts, principles, processes and general concepts, in a field of work.</i>	<i>A range of cognitive and practical skills required to accomplish tasks and solve problems by selecting and applying basic methods, tools, materials and information.</i>	<i>Take responsibility for completion of tasks in work; Adapt own behaviour to circumstances in solving problems.</i>	<i>Learner affiliate</i>	GCSE A- C CILT Level 2	2

EQF Level (EU)	Knowledge	Skills	Competence	Membership Grade	Qualifications (UK)	RQF Level (UK)
5	Comprehensive, specialised, factual and theoretical knowledge within a field of work and an awareness of the boundaries of that knowledge.	A comprehensive range of cognitive and practical skills required to develop creative solutions to abstract problems.	Exercise management and supervision in contexts of work activities where there is unpredictable change; Review and develop performance of self and others.	Member (MILT)	1 st year of degree	4
					CILT Level 5 Diploma Foundation degree	5
6	Advanced knowledge of a field of work, involving a critical understanding of theories and principles.	Advanced skills, demonstrating mastery and innovation, required to solve complex and unpredictable problems in a specialised field of work or study.	Manage complex technical or professional activities or projects, taking responsibility for decision making in unpredictable work contexts; Take responsibility for managing professional development of individuals and groups.	Chartered Membership (CMILT)	Graduate degree CILT Level 6 Advanced Diploma	6