

Ofqual's General Conditions of Recognition

General Conditions Part 1 Reference	How this might impact on Centres
A8- Dealing with Malpractice and Maladministration	Centres may be required to provide information to their awarding organisation on how they intend to prevent and investigate malpractice or maladministration. Centres may also be required to provide information, records or access to premises for the awarding organisation to support the investigation of actual or suspected malpractice or maladministration.
B7- Compliance with Regulatory Documents	Centres will be required to comply with relevant requirements specified in current and future regulatory documents.
C1- Arrangements with third parties	Centres will be monitored by their awarding organisation to ensure they are acting in accordance with the Conditions.
C2- Arrangements with Centres	<p>Centres will be required to enter into an enforceable written agreement with their awarding organisation. This agreement must cover the following:</p> <ul style="list-style-type: none"> • awarding organisation and centre compliance with the <i>Conditions</i> • requirement to comply with requests for information • requirement for centres to assist with monitoring activities and investigations • requirements for continuance of qualification delivery • established sanctions policy • requirement for a centre workforce of appropriate size and competence • availability of sufficient managerial and other resources within centres • the delivery of qualifications in accordance with Equalities Law • the operation of a complaints and appeals process for Learners • moderation processes to be undertaken • the withdrawal process to be followed to protect the interests of Learners.

General Condition Part 2 Reference	How this might impact on Centres
D7 – Management of the withdrawal of qualifications	Centres will be required to follow the awarding organisation’s procedure for withdrawing from the delivery of a qualification (whether this withdrawal is voluntary or not).
E1 –Qualifications having an objective and support	Centres may be asked to provide confirmation of support for qualifications. Confirmation will be required in writing so that the awarding organisation can present this as evidence of support to Ofqual.
F1- Information on fees and features of a qualification	Centres should be able to access a price list (where one is produced by the awarding organisation), or where no price list is available, centres should be able to access information on fees or estimate of likely fees and how these were calculated.
F2 –Packaging qualifications with other products or services	Centres can expect to be informed of cases where a qualification that they wish to purchase is available both in a package and separately.
F3 – Invoicing	Centres should receive invoices related to the provision of qualifications in a timely manner.
G5 – Registration of Learners	Centres will be required to provide registration information to their awarding organisation for each learner in the format specified by the awarding organisation.
G6- Arrangements for reasonable adjustments	Centres should be able to access published information which includes details of how a Learner qualifies for a Reasonable Adjustment and what Reasonable Adjustment will be made.
G7-Arrangements for Special Consideration	Centres should be able to access published information which includes details of how a Learner qualifies for Special Consideration and what Special Consideration will be given.
H2 – Moderation where an assessment is marked by a centre	Centres may be required to make changes to their marking of assessments where the awarding organisation’s moderation/verification activity identifies this as a requirement.
H6- Issuing Results	Centres should be able to access accurate results in a timely manner, in line with the timescales published by the awarding organisation.
I1- Appeals Process	Centres should be able to access published information on the awarding organisation’s appeals process. The centre will be required to have an internal appeals process in place.
I4 – Issuing certificates and replacement certificates	Centres should be able to access information on the dates and timescales for the issue of certificates.