

City & Guilds Framework Automotive Apprenticeship Guidance

October 2011

To ensure Technicians in the automotive industry are fully skilled and experienced it is expected that the majority of automotive apprenticeship candidates will develop their skills and knowledge through the completion of a VRQ (Technical Certificate) before moving on to show their competency in the workplace and gathering evidence as part of the VCQ.

Technical Certificates support candidates' skills and knowledge development through teaching the content and by carrying out assessment under conditions which simulate real working practices, as far as possible, but without having the added pressure of deadlines and real customers. This allows candidates to develop, hone and refine their skills and knowledge before applying them in the workplace.

VCQs are designed to take those skills and knowledge and allow candidates to apply them in the workplace, confirming their competence.

The content of the VCQ and Technical Certificate units are similar, but the assessment requirements are different. For example it may be necessary to complete three observations as part of the Technical Certificate (these will generally be simulated) but only one for the VCQ (in the real work environment). It is important that the minimum requirements for both the Technical Certificates and the VCQ are met in full, though observations from the VCQ may be used as part of the evidence for the Technical Certificate (though not vice versa). This should only be done in exceptional circumstances, as it does not support the aim of the Technical Certificate .

What to do:

- look at where evidence could be used across the Technical Certificate and VCQ to minimize the assessment burden ensuring it meets the assessment requirements of both qualifications at all times
- use the City & Guilds documentation (or approved centre devised alternative) which identifies where evidence may be used from the VCQ and Technical Certificate
- contact your allocated Qualification Consultant (formally known as External Verifier) if you have any queries.

What **not** to do:

- assume that if a VCQ unit has been achieved that the equivalent VRQ unit can automatically be achieved
- allow candidates to complete the VCQ before achieving the Technical Certificate.