

Additional Certificate Requirements



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Additional Certificate Requirements

This document details the additional certificate content an awarding organisation must include in the regulated qualification certificates and credit certificates it issues. These additional requirements do not apply to unit certificates which awarding organisations may issue. This document must be read and complied with in conjunction with the requirements on certificates in the *General Conditions of Recognition*.

An awarding organisation must ensure that the design and production of each certificate it issues in relation to a regulated qualification or credit award which it makes available includes the following requirements clearly and distinctly expressed on the front of the certificate:

1. the full name of the awarding organisation as recognised by Ofqual
2. the full name of the Learner as registered
3. for qualification certificates the Qualification Number or for credit certificates Unit Reference Number/s as assigned on the Register
4. the level of attainment of the Learner
5. the level of the qualification or credit
6. the date (day/month/year) the awarding organisation confirms the Learner's attainment by issue of a certificate
7. Ofqual's logo in line with Logo Requirements which may be published by Ofqual and updated from time to time
8. for credit certificates a statement that indicates that the learner has been awarded credit.

An awarding organisation may include other relevant logos, including those of other regulators where appropriate.

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