

PURPOSE

This information document gives direction to providers of TASC-accredited Preliminary to Level 1 courses.

Providers may *not* issue qualifications in TASC-accredited senior secondary courses (i.e. those with a level of complexity of Level 1 or higher).

PROVIDERS' LEGISLATED RESPONSIBILITIES

Section 55ZM of the *Office of Tasmanian Assessment, Standards and Certification Act 2003* states:

If a person successfully completes an accredited other education course provided by another person, that other person, by written statement or otherwise, must recognise that completion by the conferral or issue of the approved qualification for that course.

This means that providers must issue a qualification for learners achieving a PA award or higher in any Preliminary to Level 1 course, at any stage (Stages 1-4).

'WHAT IS A QUALIFICATION?'

In this context a qualification includes the following information:

- the TASC-approved course name, Stage (1, 2, 3 or 4), complexity (i.e. Preliminary to Level 1), and size value (5, 10 or 15)
- the TASC-approved award (Preliminary Achievement or Satisfactory Achievement, noting qualifications are *not* issued for 'failure').

The issuing of a qualification is usually done via a certificate that gives it context, such as:

- the full name of the learner
- the date
- the issuing institution (i.e. your school/college)
- an endorsement (e.g. principal's signature, school crest/logo).

Example of a qualification issued on a certificate:

NOTE: Please do *not* use TASC's logo or branding on school-based certificates.



'WHEN DOES A PROVIDER ISSUE A QUALIFICATION?'

A provider can:

- issue a qualification as soon as it has been achieved
- issue a consolidated list of qualifications at the end of the year (see example)
- issue both of the above.

Issuing a qualification as soon as it has been achieved can be used as an immediate, affirming celebration of individual achievement. Issuing a consolidated list of qualifications can provide a complete, formal record of achievement in multiple courses/stages.

Example of a consolidated list of qualifications:



'CAN SUCH QUALIFICATIONS BE LISTED ON TASC-ISSUED CERTIFICATES?'

In addition to provider-issued qualifications, course providers may report learner results to the Office of TASC in late November each year using prescribed methods. Reported results will be used by TASC for inclusion on students' Qualification Certificates (QCs) and may form part of the evidence base for a Tasmanian Certificate of Educational Achievement (TCEA) for eligible learners. Achievement in courses Preliminary to Level 1 does not contribute to the Tasmanian Certificate of Education (TCE).