




**BRIGHT  
PATHWAY**

## **Qualification**

Level 4 Certificate in  
Leading the Internal  
Quality Assurance of  
Assessment Processes  
and Practices



Awarding Body

**FOCUS AWARDS** 

## Course Description

An industry standard certification for aspiring Lead IQAs (Internal Quality Assurers) is our Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practices (RQF). To be eligible for an IQA role, candidates are typically required by awarding organisations and training facilities to possess or be actively pursuing this L4 IQA certification. With the NVQ/TAQA qualification, individuals can oversee the activities of assessors and an internal verification team within an institute.

This Level 4 Leading IQA qualification, accredited by UK OFQUAL, is designed to support individuals with expertise in any subject matter. However, individuals would require access to quality assure the work of internal verifiers and competent assessors at their workplace to meet the practical component of the course.

## Course Structure

**Unit 1:** Understanding the principles and practices of internally assuring the quality of assessment

**Unit 2:** Internally assure the quality of assessment

**Unit 3:** Plan, allocate and monitor work in own area of responsibility

## Assessment

Written assignment and evidence for practical demonstration of IQA skills whereby trainee IQA would be required to quality assure the work of 2 assessors working with learners of their own for unit 2. Practical component for unit 3 would require trainee IQA monitor the work of 2 IQAs working with assessors of their own. The evidence for the trainee IQA's performance must be valid, authentic and sufficient for all components of the units.

## Duration

The course offers self-paced modules. It can be completed within a month to over a duration of 9 months based on the learner's own pace. However, the course access expires after a year and a re-enrolment charge is applicable.

# Our Process

## 1 Choose & Pay for Your Course Online

Select your desired course and payment method online. Opt for either full payment or convenient monthly instalments with our standard or fast track plan. Complete your payment after filling out the application form.

## 2 Fill Out the Enrolment Form

After payment, you will be prompted to complete the enrolment form. This form gathers all necessary details required for your registration with the awarding body.

## 3 Access the VLE – Moodle

Start your course on our user-friendly Virtual Learning Environment (VLE) – Moodle. Here, you'll find all the resources you need to succeed. Your dedicated tutor will guide you through the process, providing valuable feedback on every step.

## 4 Submit Assignments & Receive Feedback

Engage in the learning process by submitting assignments through the VLE. Your assigned tutor will provide constructive feedback to help you refine your work and make progress in your studies.

## 5 Successfully Complete Assignments

Work diligently to complete all required course components. Your commitment and effort will contribute to your success in the program.

## 6 Obtain Your Accredited Certificate

Upon successfully completing the course, you will receive an OFQUAL-regulated qualification. This accredited certificate recognises your achievements and signifies the fulfilment of your educational goals.