



Purpose statement

**NCFE Entry Level Certificate in Occupational
Studies for the Workplace (Entry 3)
QN: 601/1185/9**

Purpose statement

Qualification overview

The primary purpose of this qualification is to provide you with an introduction to the skills, knowledge and understanding required in a range of vocational area(s).

This qualification provides 10 occupational clusters enabling you to develop an understanding of the core knowledge and skills required for a specific industry. It supports this by helping you develop a hands-on approach to your learning, with optional units across a wide range of occupational areas.

This qualification has been designed to give you a solid introduction to the occupational area of your choice. You're not intended or expected to be competent following successful completion of this qualification. Competency would be achieved through the completion of recognised Competence-Based Qualifications (CBQs) or National Vocational Qualifications (NVQs).

Who is this qualification for?

This qualification is ideal for you if you're looking to develop new skills or get into a new industry and would like to get a taste of the skills and knowledge required. The range of units available allows you to focus on one occupational area or experience a variety of disciplines.

Age restrictions

There are no age restrictions on this qualification.

Entry requirements

You don't need to have any specific prior learning to take this qualification but you might find it useful if you've already complete an Entry Level 2 qualification in a relevant area.

Qualification content

Completion of this qualification will provide you with the knowledge and skills required to progress on to a specific competence-based vocational qualification, for example a National Vocational Qualification (NVQ).

This qualification consists of a total of 77 optional units. These are grouped into 10 occupational pathways and provide you with an introduction to one or more occupational areas:

- Land-based
- Construction and Engineering
- Motor Vehicle
- Hospitality and Catering
- Design, Media and Technology
- Office and Business
- Retail and Service Enterprise
- Sport, Leisure and Tourism
- Hairdressing and Beauty

- **Employability and Social Development**

You're free to choose whichever combination of units meets your needs and interests, providing you achieve the required number of credits to meet the qualification requirements.

If you wish you can focus on one occupational area and complete the required number of credits from the relevant pathway. If you're unsure where you'd like to progress to you can explore more occupational areas. This gives you an insight into each area explored and can support your decision making and progression into future learning or potential employment options.

Please see the 'Unit breakdown' tab on the qualification webpage which lists the optional units available for you to choose from.

As a result of taking this qualification you'll develop knowledge of the occupational area(s) of your choice. This will help you decide if it's right for you, and if so provide you with a strong foundation from which to continue your learning.

What type of qualification is this?

This is a non-vocational qualification which sits within Foundation Learning. It's an internally assessed qualification with 100–130 guided learning hours. Within this time you'll be involved in learning activities including classes and supervised practical work that will support you as you develop the skills and knowledge to operate independently.

Progression opportunities

Can this qualification lead to employment?

This qualification will provide you with the foundation knowledge that can be applied to a variety of job roles; however it will not qualify you for any specific job.

Can this qualification lead to further learning?

Following the successful completion of this qualification, you may progress to work-based learning and develop your skills, knowledge and understanding necessary to demonstrate competency through NVQs/CBQs.

Progression to further learning within the Further Education sector is also possible and there are many qualifications available to learners that will offer you a broad choice of options.

Why should I choose this qualification?

You should choose this qualification if you'd like to develop knowledge and introductory skills in a range of occupational areas. This qualification allows you to explore a few different occupational areas, which may or may not be related. Being able to try-out a few areas will give you an insight into future learning and employment options in each area. This can support your effective decision making and progression into future learning and employment options.

It is advisable to speak to the centre you wish to study the qualification with to understand which units they offer and the times and durations of classes.

Are there any qualifications similar to this?

We also offer the following Occupational Studies for the Workplace qualifications at this level:

- NCFE Entry Level Award in Exploring Occupational Studies for the Workplace (Entry 3) (601/1073/9)

This qualification is ideal if you're interested in a short introduction to any of the occupational areas covered. It aims to provide an awareness of the occupational area and provide a basis for progression to further learning within an occupational area that meets your needs or interests.

- Entry Level Award in Occupational Studies for the Workplace (Entry 3) (601/1186/0)

This qualification is ideal if you'd like to develop knowledge and skills in one specific occupational area. Being able to explore one area in some depth will give you an insight into future learning and employment options in this area. This can support your effective decision-making and progression into future learning and employment options.

- Entry Level Diploma in Occupational Studies for the Workplace (Entry 3) (601/1015/6)

This qualification is ideal if you'd like to develop some skills and knowledge across a wide range of occupational areas, which may or may not be related. Being able to try out a wide range of occupational areas gives you an insight into future learning and employment options. This can help you decide on your potential options for progression.

Support for this qualification

The qualification is supported by colleges and training providers promoting preparation for life and work.

For further information about these, please contact NCFE on 0191 239 8000 or email us at customersupport@ncfe.org.uk.