

Functional Skills ICT Summary Sheet

Level 1 and 2

[NCFE Functional Skills Qualification in ICT at Level 1 \(600/0030/2\)](#)

[NCFE Functional Skills Qualification in ICT at Level 2 \(600/0139/2\)](#)

Registration

£16 per learner – includes assessment, quality assurance and certification

GLH 45 hours

Assessment

One mandatory component

Short Answer Question external assessment available on demand, paper-based and online

Duration –

Level 1: 2 hours (+15 minutes printing time)

Level 2: 2 hours 30 minutes (+15 minutes printing time)

Free resits available

Reasonable adjustments are available

Sample assessments are available online

Pre-release data files must be set up and sent in accordance to the instructions in the file path. Full instructions can be found online

Assessments must adhere to the Regulations for the Conduct of Controlled Assessment

Results: Reading and Writing

Achieved | Within 10% | Not Yet Achieved

Results issued to centres 6 working days from the date NCFE receives all external papers fully completed or from the date the online assessment uploaded

External Quality Assurance

You receive your External Quality Assurer's details once we receive your first registrations in the academic session.

2 free visits per academic session (this covers all learners)

Direct Claims Status is achievable

Certification

Issued on Achieved result

Sent out within one working day

Support

Free access to ForSkills Initial Assessment and Diagnostic Tools for each registered learner*

Bespoke and invigilation training on demand

Support from NCFE's Curriculum team

Various support materials available online

Free automated feedback for online assessments