



CABWI AWARDING BODY QCF FEES as at 29 April 2016

Centre and Verification Fees¹

Centre and verification visit fees

CABWI centres may be approved for QCF qualifications only, or for a combination of qualifications, including QCF, Street Works and Street Works Reassessment. CABWI operates a licensing system for its centres and centre personnel, and all centre and personnel licences are renewed annually on the 1 April.

Verification visits or other verification activity (e.g. remote sampling) may cover more than one scheme at the same time. The standard verification visit fee, whether for centre approval or for other verification activity (e.g. monitoring or qualifications approval visits) is £300.00+VAT.

If a centre elects to cancel its CABWI licence, or if, for any reason, CABWI withdraws the licence, any subsequent request by the centre for reinstatement of its licence will be treated as a new approval application and subject to centre approval and to verification visit fees.

A centre will normally be expected to receive a minimum of **two** external verifier visits per year. Where applicable, we recommend that verification visits combine verification of all CABWI schemes that the centre operates.

Remote verification activity

Work carried out by external verifiers away from centres which would normally be covered in centre visits (for example, remote sampling of learners' evidence) will be charged at an hourly rate of £27.00+VAT.

CABWI provides the following services to its centres free of charge:

- Access to the centre area of CABWI's website (www.cabwi.co.uk), where copies of current centre guidance documents and relevant forms are available for download.
- Issue of and updates to the CABWI centre and personnel licences.
- CABWI information sheets, updates and policy correspondence to centres, containing information on CABWI's qualification schemes.
- Centre activity reports generated from the CABWI database (at the request of the centre co-ordinator or centre licensed personnel). These are supplied to the centre by e-mail.
- CABWI centre forum meetings.

¹ This fee structure applies to centres operating in England, Wales and Northern Ireland. The fees relating to overseas provision of CABWI awards (including in Scotland) will be agreed separately with the 'overseas' centre.

QCF Qualifications Fees

QCF Learner Registration – Full qualifications

From 1 June 2011, the following learner registration fees will apply to CABWI QCF qualifications:

Competence-based qualifications

- Level 1 - £85.00+VAT
- Level 2 - £85.00+VAT
- Level 3 - £115.00+VAT
- Level 4 - £115.00+VAT

Knowledge-based qualifications

- Level 2 - £100.00+VAT
- Level 3 - £120.00+VAT

If a learner registers for two separate CABWI QCF competence-based qualifications, at the same level on the same occasion, then the second registration will be charged at 50% of the usual rate.

QCF Learner Registration – Individual QCF units

Centres may register learners for one or more QCF units (i.e. units that do not sit within a specific qualification or rule of combination). In this instance, CABWI has a sliding scale of unit registration fees, as follows:

- If a learner is registered for 1-5 single units at the same time - £23.00+VAT per unit.
- If a learner is registered for 6-10 single units at the same time - £19.25+VAT per unit.
- If a learner is registered for 11+ single units at the same time - £14.00+VAT per unit.

QCF Certificates

A certification charge of £20.00+VAT will apply to each learner in any batch of certificates claimed (i.e. the certificate charge is levied per learner rather than per unit or per qualification, and irrespective of the number of certificates claimed).

QCF Fees – Confined Spaces qualifications

Each of the QCF qualifications in working in confined spaces has a combined registration and certification fee of £25.00+VAT.

Duplicate QCF certificates

Each duplicate QCF unit or full qualification certificate issued will be charged at £15.00+VAT. (Where multiple units or multiple qualifications are issued on one certificate, this will be treated as a single certificate).

Publications

Each assessor and internal verifier must have copies of the centre documents for each qualification that they cover. Learners should also be provided with access to this material as appropriate. Centres are asked to ensure that at least one person in their organisation has access to the Centre Access section of CABWI's website, where current copies of centre guidance material may be downloaded.

CABWI can also provide CD or hard copies of centre guidance material on request. Hard copies will be supplied at the rate of £20.00+VAT per publication. All electronic copies (including on CD) are supplied free of charge.

Please send any queries or requests to:

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