General Information

Does this Criminology qualification carry UCAS points?

We are pleased to announce that our Level 3 Criminology qualification Diploma and Certificate (Graded A*-E) has been approved by Ofqual and Welsh Government. The qualification carries UCAS points and appears on the UCAS Tariff Calculator. Grades converted to UCAS points are listed below for your convenience.

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Criminology is the only Applied General Qualification approved in this category and will be included on the Performance Tables in 2020, 2021 and 2022.

Which universities accept WJEC Eduqas Level 3 Applied Criminology?

Many universities accept this qualification. However, entry requirements vary considerably across institutions. Students should always check with their chosen university to confirm their individual entry requirements for their chosen undergraduate courses.

Where can I find the specification?

The specification can be found on the WJEC (wjec.co.uk) and Eduqas (eduqas.co.uk) websites by selecting 'Criminology' from the drop-down options on the homepage.

Is there a recommended order/structure to follow when teaching the specification?

We would recommend covering the units in chronological order. There are synoptic elements in Units 2 and 4, which the candidates may miss out on if they haven’t already covered Units 1 and 3. Although centres are permitted to deliver this qualification in the way that best suits them, it should be noted that to receive a Certificate both Units 1 & 2 must be successfully completed. Successful completion of the additional Units of 3 & 4 will allow the Diploma to be awarded. No accreditation is available for completion of Units 1 & 3 only or Units 2 & 4 only. From 2020 onwards candidates must pass all relevant Units to achieve a grading.
If something is listed as an example in the assessment criteria, is it important to teach this example during the unit?

The specification is designed to allow teachers to teach to their strengths, for example: if you feel comfortable teaching Bandura as an individualistic theory of criminality (named on the spec as part of Unit 2, AC2.2) then you can teach this theory. However, if you are not very conversant with his work and decide to teach Bowlby's theory instead this is perfectly acceptable.

**INTERNALLY ASSESSED UNITS (UNIT 1 AND UNIT 3)**

What is controlled assessment and how does it differ from an examination?

Internal assessment of WJEC vocational qualifications takes the form of controlled assessment. Controlled assessment tasks are administered and assessed internally and a sample submitted to WJEC Eduqas for moderation. Controlled assessment is intended to:

- ensure that all candidates spend approximately the same amount of time on their assignments, with the exception of those with access arrangements allowing extra time
- prevent third parties from providing inappropriate levels of guidance and input
- mitigate concerns about plagiarism and improve reliability and validity of results
- allow centres a reasonable degree of freedom and control
- allow candidates to produce an original piece of work.

We remind centres that WJEC L3 Applied controlled assessment tasks must take place under **high levels of control (unless noted otherwise in the learner assignment brief) and under formal supervision** by staff or outside personnel. Please refer to the WJEC Guidance on Controlled Assessment on the website. Be aware that access to the internet is a requirement for specified tasks within Criminology Unit 1 only. **No access to the internet should be granted for any other controlled assessment task.**

Where can we find the assignment briefs?

The assignment briefs can be found on the secure website (see instructions in this booklet). There are two assignment briefs available for Unit 1 (for teaching from September 2019). All candidates taking the Unit 1 qualification (including resits) **must** use the new brief and tasks in 2019-20. Previous versions should not be used and will not be accepted. Unit 3 briefs will be fully reviewed for teaching from September 2020. Until then, Unit 3 briefs and tasks remain unchanged on the secure website in an updated format.

How do we structure the controlled assessment hours?

The controlled assessment tasks for Criminology are designed as **summative assessments** and must be taken once teaching for that particular unit has ended. The required hours can be structured in the way that best suits the centre and cohort. For example, Unit 1 controlled assessment must be completed in 8 hours. As long as the work and prepared notes produced by candidates is securely stored at the end of each sitting (with no access available to candidates), the centre can organise these hours as they choose.
Which materials can candidates take into the controlled assessment?

The **summary page** of each learner assignment brief details the precise requirements for completing controlled assessments and centres must adhere to this guidance. Guidance states that candidates may take their **class notes** into the controlled assessment environment to assist them. Class notes are defined as those supplied by the teacher (in note or PowerPoint form) as well as the candidate’s personal notes and work from their studies and lessons, should they wish to include them. Teachers are advised to design teaching materials to allow candidates to complete their **own research** where possible so that they are producing their own notes from the outset. They should not be reliant on material and case studies fed to them or re-produced directly from the textbook. This can lead to issues of plagiarism and can lead to mark adjustments. Candidates **must not** have access to the WJEC Criminology endorsed or any other textbook during the controlled assessment but may take in **concise notes** based on parts of the content, should they wish to.

As noted on page 11 of the specification, ‘**the assessor can determine which resources learners should be provided with to ensure fair and valid assessment takes place**’ and therefore, centres and invigilators should ensure that candidates do not have access to storage devices or completed assessment tasks which contain detailed teacher feedback. All work submitted for assessment should be **original** and produced under controlled assessment conditions. Work that is not original should be referenced, where relevant, and candidates should be fully aware that they must not plagiarise other material. **Consequently, during the Unit 1 controlled assessment, candidates should not have access to any previously designed campaign materials for LO3. Centres should ensure that candidate notes do not contain designed materials that could be copied.**

**In addition to candidate work, do we need to secure student notes between controlled assessment sessions?**

Centres should store candidate notes securely between controlled assessment sittings. Once students are aware of a task/the tasks, they should not be allowed further time to prepare their notes. Secure storage minimises the need for laborious re-checking of notes by invigilators.

**What feedback can we give to candidates during controlled assessment?**

The assessor **must not** provide feedback once the controlled assessment has started. Candidates can have no assistance during the task (regardless of how many sessions it is broken up into) and any assistance given e.g. marking drafts, would constitute malpractice.

**What advice can we give candidates?**

Centres should make students fully aware of the assessment criteria for each unit. Centres may also advise candidates on a suitable structure for their completed assignment but must not provide model answers specific to the tasks they will undertake.

Students must be made aware that direct lifting from published materials will be treated as plagiarism. Candidates are permitted access to have summaries of cases, notes on the assessment criteria etc. but candidates should put their ideas **into their own words**. Giving
candidates sufficient warning and time to prepare usually minimises instances of improper conduct by candidates.

**Are candidates allowed access to the internet for all tasks in the internal assessments?**

The *summary page* for each controlled assignment details controls for internet access. Centres should consult their IT departments for assistance in adhering to the controls stated. This could include the setting up of a secure storage area for candidates to save their work at the end of each sitting and enabling/disabling internet access in line with the Unit 1 controls. Unit 3 does not allow access to the internet. Evidence of internet access in candidate work will be treated as malpractice.

**Should candidates refer to the assignment brief while discussing each assessment criteria?**

Candidates **must** refer to the brief when it is clearly identified as part of the task i.e. Task 6 Unit 1. This is also a requirement of the Unit 1 mark scheme and **failure to refer to the brief will limit marks.** For Unit 3, candidates should refer to the brief where relevant and support their knowledge and understanding with other examples they have studied. Candidates should note where examples are required by specific assessment criteria.

**Can I share the new Unit 1 assignment briefs with candidates prior to controlled assessment?**

No. From September 2019, centres should make students fully aware of the assessment criteria for Unit 1 but **must not share the briefs or tasks with candidates until the controlled assessment begins.** Candidates will be tested on their ability to apply knowledge and understanding gained through the study of the specification to the scenario presented in the chosen Unit 1 brief.

Unit 3 briefs can be shared with candidates at the discretion of the centre during 2019-20.

**Can I teach Unit 1 LO3 using the crimes evident in the assignment brief?**

Yes, you should cover the entire range of crimes listed in the specification, but candidates should not be aware of the content of the brief before the controlled assessment takes place. They should be taught the principals of designing a campaign in various contexts so that they may apply those skills to a previously unseen context within the controlled assessment environment. They should not be taking exemplars of campaign materials designed by themselves or others into the controlled assessment environment.

**Are assessors required to write comments and justifications when marking the internal assessments?**

Yes, we ask that teachers provide concise comments and justifications in the body of the candidate work to make it easier for our moderators to understand where the candidates have been awarded their marks and where the assessment criteria have been addressed. Make sure the location of each assessment criteria is identified through concise annotations. Brief justification comments should be added to each relevant section of the mark sheet (mark sheets are included with each assignment brief).
When should I submit marks and work to WJEC?

Once the work is marked, the marks must be inputted on the Internal Assessment Mark Input Screen (IAMIS) via the WJEC Secure Website. All marks should be submitted to WJEC by the 8th of May each year. Once marks are submitted, moderator details will be provided, as well as details of the candidate work to be supplied.

Centres should provide the work requested and should not substitute the requested work with work by different candidates. Centres in a consortia should follow WJEC guidance on selecting samples. Hard copies of sample work must be printed and must arrive the moderator by 15th May each year. WJEC does not accept electronic submissions and controlled assessment work should not be sent to moderators on electronic devices. Work presented in this way will be returned.

The moderation team will then moderate the work. Be aware that WJEC Eduqas may contact the centre at any time following 15th of May to request further samples of candidate work. Any extra work requested must be dispatched without delay.

What paperwork is required?

Each piece of candidate work in the sample should be accompanied by a signed Candidate Mark Record Sheet. This must be signed by both candidate and assessor and (where relevant) the Lead Assessor. Work submitted without authentication will not be moderated and candidates will not be awarded a mark. Each centre should also include a copy of the Quality Assurance Form (available on the open website) to briefly document the internal standardisation procedure at the centre and one copy of the selected Learner Assignment Brief.

What feedback will we get once the moderator receives the work?

Each center will have access to a comprehensive report written by the moderator. This will be available via the Internal Assessment Mark Input System on results day by clicking on ‘View Moderator Report’. Reports will comment on the nature of the administration and the accuracy of the marking. Please read these reports carefully.

On results day, the Principal Examiner/Moderator Report will be published on the WJEC and eduqas public websites. Please ensure that you read this feedback carefully.

Can candidates resit an internal assessment?

If, the work has already been submitted to WJEC for moderation, the candidate won't receive a grade until August on A-Level results day, therefore if they wish to re-sit it would have to be in the following academic year with a newly published brief.

Please be aware that a re-sit is very different to a re-take (see next question). Re-sits are arranged via the Awarding Organisation and are only available to candidates who have previously submitted marks to WJEC for that unit.
Can candidates attempt an internal assessment for the second time in the same academic year (re-take)?

From 2020, candidates must pass all units to receive a grading for the Certificate and Diploma. Candidates may attempt the controlled assessment for the second time at the centre during 2019-20, but must use an alternative brief. Where a candidate attempts the controlled assessment for the second time within the academic year, the centre must identify these candidates by submitting BOTH attempts if they are part of the sample requested for moderation. Centres may input the highest mark gained by the candidate by the 8th of May deadline. Candidates who are attempting the task for the second time should not have access to their first marked attempt in the interim period as this would constitute feedback. Centres should time the controlled assessment tasks accordingly if they wish to give candidates and opportunity to attempt the task for a second time before marks are submitted to WJEC.

EXTERNALLY ASSESSED UNITS (Unit 2 and Unit 4)

If something is listed as an example (e.g.) in the assessment criteria, can this example be used to form an exam question?

No, the actual question cannot focus on a listed example. However, the candidate may use the listed examples in their answer. Mark schemes will make clear that it is acceptable to use other relevant examples other than those listed in the specification.

Are there any sample assessment materials (SAMs) available?

Yes, the original SAMs and Past Papers (from 2016) can be found on the subject page of the WJEC and Eduqas websites or via the secure website (see instructions at the end of this booklet). There are also sample mark schemes for each examined unit.

Where can we find grade boundaries from previous exam series?

As with the internally assessed units, grade boundaries for the examined units are not fixed and can vary each year. You can find the boundaries awarded for each unit from each session on the WJEC website here. Simply choose the component and the dates from the drop-down options.
RESOURCES AND TRAINING

Where can I find teaching and learning resources to support this qualification?
Resources and exemplar material are available on the WJEC secure website, including CPD materials from previous events. There is also a selection of marked controlled assessment work. Please use these exemplars for training and standardisations purposes within your departments but they should not, under any circumstances, be shared with candidates or shared with other teachers via social media sites. These must be kept confidential.

Useful documents can also be found on the Level 3 Criminology homepages of the WJEC and Eduqas websites. These include:

- Specification
- Sample Assessment Materials for the unit 2 exam.
- Sample Assessment Materials for the unit 4 exam.
- Teacher Guidance

Is there a textbook to support this qualification?

There is a textbook, endorsed by WJEC, which covers all units of the Applied Diploma and Certificate. Be aware of the minor revisions made to the marking criteria for Unit 1 AC 1.1, 1.2 and AC 3.1 since publication of this book and always refer to the specification and published briefs and mark schemes for updated versions. A Revision Guide to support this textbook was published in February 2019. The textbook will be updated shortly to reflect amendments to Unit 1 assessment.

Will there be any CPD events held during 2019 and 2020?

CPD events take place every year during the autumn term. The CPD dates can be found on the WJEC and Eduqas websites. Please sign up for subject updates via the WJEC Eduqas Criminology homepages to ensure that you are being kept informed.

How do I become an examiner or moderator for Level 3 Applied Criminology?

We are currently recruiting new examiners and moderators for the 2020 series and would very much welcome your application. You can submit your details and register your application via the appointees system on the WJEC website.
Once you have logged in to WJEC Secure Website you will see the following screen:

Hover your cursor over the 'Resources' tab and click in to 'Subject Specific Material Including CPD & Exemplars'. If you cannot see the same features on your secure website homescreen after logging in, this may be because your Exams Officer hasn’t given you full access to the secure site. Your Exams Officer can upgrade your permissions quickly and easily when they sign in.

Using the drop-down buttons, perform the search seen below to access all Criminology materials. All materials are available by selecting either WJEC or Eduqas.
Scrolling through this page you will see Past Papers and Mark Schemes from each examination year as well as CPD materials. Two zip files contain all learner assignment briefs available to use for Units 1 and 3.

Any exemplar work to support centres with the delivery and marking of the controlled assessments will appear here during 2019-20.

### Level 3 JUNE 2017 - Marking Schemes

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### Level 3 Criminology (New 2015)

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### Criminology - Unit 1 and Unit 3 Marked Examples

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