

FAQs for External Assessment May 2019

These FAQs are intended to support you and your school or college through the processes associated with RSL's externally assessed units.

1. When are external assessment results released?

Your cohort's results will be made available on **Thursday 23rd May 2019**. Both the grades awarded and the controlled external assessment record forms for the learners will be available to view on the <https://cloud.rslawards.com> site.

2. How do we get the controlled external assessment record/grades for our learners?

Controlled external assessment records and grades will be available to view through the 'External Assessments' section of the cloud.rslawards.com site on the day of results release. You will be able to view these through your usual login.

There are two ways in which you can access the controlled external assessment records:

- Individual learner controlled external assessment records can be downloaded where the learner's unit file details are listed in the 'External Assessments' section.
- All controlled external assessment records for a given year can be downloaded as a ZIP file via the 'External Assessments' tool.
 - Select 'External Assessments' from the drop-down menu on the right-hand side of the screen
 - Select the 'External Assessment Results' button then follow the onscreen instructions.
 - Alternatively, follow this link (you will need to sign in) <https://cloud.rslawards.com/secure/vocational/external-assessments/results>

To access a downloadable pdf of the overall grades for the unit:

- Select the 'Reports' option from the dropdown menu
- Select the 'Unit Progress' option and follow the onscreen instructions.

3. How do we know why learners have an unclassified grade?

In the first instance, refer to the learner report form. You will be able to see the individual learning outcome grades and see how many learning outcomes have an unclassified grade.

The report will highlight which assessment criteria have not been met. For RSL qualifications, all assessment criteria must be met to achieve a pass. You may find that there is something very small that was not included which has meant the learning outcome has received an overall unclassified grade.

There is a box in the report which identifies which assessment criteria have not been met (see below for an example)

Grade Awarded for task 1 (please tick one) ✓		List any criteria that have not been met below
Unclassified	✓	1.1
Pass		
Merit		
Distinction		

This will show you exactly which part of the criteria have not been met.

There are some units which have very specific criteria. For example, Unit 223, criteria 1.2 refers to '*Produce a recording plan, describing repertoire to be recorded, instrumentation, personnel, accommodation, resources, schedule and timescale to meet the needs of the agreed brief.*' All aspects of these need to be met to achieve a pass so it may be that resources were not included, as an example, and this is why the overall outcome has not been met. This is particularly likely if a whole cohort is unclassified.

4. What are the options for learners with one or more unclassified learning outcomes?

We have a straightforward resit process for any learners who have not yet passed an element of the controlled assessment. The resit window runs from 10th June – 11th July 2019. You can apply for any learners with an unclassified grade to resit by completing our [Resit Form](#).

5. What is the process to apply for a resit?

Download our '[Resit Form](#)' or find it on our website here <https://www.rslawards.com/about-us/policies-regulations/> This must be completed in full and returned to vocational@rslawards.com by 5pm on Thursday 6th June 2019. Learners will be unable to resit if application is received after that time.

6. What is the cost of a resit?

- Level 1 and 2 - £15 per learner.
- Level 3 - £30 per learner.

7. How do we find out more information about resits?

Download our [Resit and Retake Policy](#) or you can access all of our policies via this link - <https://www.rslawards.com/about-us/policies-regulations/>:

The policy is detailed and includes a number of FAQs. Please read this thoroughly as it will hopefully answer your questions. For any questions which are not answered, please email vocational@rslawards.com

8. When is the deadline for submitting the resit evidence to RSL? Please

upload your evidence for the resit by 5pm on 11th July 2019. Evidence should be uploaded to <https://cloud.rslawards.com> in the same way as the first submission. Please note the whole learning outcome must be provided.

9. When are the grades released from the resit?

You will receive grades for your learners on 15th August 2019. We have designed our resit process to allow issue of result and certification on the same day as all other learners and in line with national results day.

10. Are resit grades capped?

Yes, the maximum grade achievable for a learning outcome at resit is a pass. This does not necessarily cap the overall grade for the unit at a pass if other learning outcomes have achieved higher than a pass. For example, if there are three learning outcomes two of which achieved a distinction in the first assessment and one is resat and achieves a pass, the overall grade for the unit would be a distinction.

11. How do we appeal an assessment decision?

If your centre wishes to appeal a learner's external assessment grade, please read our [VQ Appeals Policy](#) available via <https://www.rslawards.com/about-us/policies-regulations/> which clearly outlines your grounds for appeal. Any appeal should be based on a disagreement with the assessment decision in the report form based on the grading criteria.

If, after reviewing the policy, you feel there are grounds for appeal, then you can make an application by sending a completed [Rockschool Appeals Form](#) to vqappeals@rslawards.com. The form can be found on the same page as the policy.

12. If we appeal the results, how does that affect the learner's chance to resit?

When deciding whether to appeal a result, you should consult the [VQ Appeals Policy](#) this sets out clearly what grounds are valid for an appeal. If you appeal the result of an external assessment, that learner may not also resit so it is important you only appeal in cases where you have specific reasons to believe a grade or grades have been awarded incorrectly.

13. The grades input into the site and the grades in the report form do not match. Which is correct?

The grades within the report are correct. If you find this discrepancy, please email vocational@rslawards.com with the specific learner and the details of the incorrect outcome and we will amend the information on the site within 5 working days.

The following policies and forms are available on our website at <https://www.rslawards.com/about-us/policies-regulations/>:

- [RSL Appeals Policy Vocational Qualifications.](#)
- [VQ Resit and Retake Policy](#) (under General Policies)
- [Rockschool Appeals Form](#) (Under Forms)
- [VQ Resit Form](#) (Under Forms)