

Work-related Learning (WRL)

Entry Level Certificate:

Preparation for Working Life 4900

Level 1/Level 2 Certificates:

Preparation for Working Life 4800

Enterprise and Employability 4805



An overview of WRL qualifications

Level 1/Level 2 Certificate in Preparation for Working Life 4800

Written paper (external assessment) – 80% of overall assessment

1½ hours

Section A multiple choice answers

Section B short sentence answers

Section C longer, structured questions

+

Coursework (internal assessment) – 20% of overall assessment

Candidates are required to produce:

- a letter of application for a job or course to accompany a Curriculum Vitae
- a Curriculum Vitae
- notes on interview preparation.

Subject content

The subject content is divided into nine compulsory sections:

- Personal Awareness
- Healthy Lifestyles for Work-Life Balance
- Relationships and the Differences between People
- The Changing World of Work
- Applying for Jobs and Courses
- Economic and Financial Aspects of Life
- Employment Opportunities
- Enterprise Activities
- Hazard Identification at Home, on the Roads and at Work.

Entry Level Certificate in Preparation for Working Life 4900

Three levels of award are available: Entry 1, Entry 2 and Entry 3

Externally set assessments – 50%

Candidates must submit evidence for compulsory units 1 and 2:

Unit 1 Personal Action Planning

Unit 2 Investigating Work, Learning and Training Opportunities.

+

Teacher devised assessment tasks – 50%

Candidates must submit evidence for any two of the optional units 3–8:

Unit 3 Rights and Responsibilities in the Workplace

Unit 4 Applying for Work and Learning Opportunities

Unit 5 Researching an Individual Workplace or Business

Unit 6 Learning from Work

Unit 7 Introduction to Enterprise

Unit 8 Personal Finance for Work.

The above units can be individually accredited through the **Unit Award Scheme**.

Level 1/Level 2 Certificate in Enterprise and Employability 4805

Written paper (external assessment) – 70% of overall assessment

1¼ hours

Section A multiple choice answers

Section B short sentence answers

Section C longer, structured questions

+

Coursework (internal assessment) – 30% of overall assessment

Candidates are required to produce:

- a personal log of actions he/she has undertaken in an enterprise project or activity
- a detailed report on the enterprise project or activity.

Subject content

The subject content is divided into seven compulsory sections:

- What is Enterprise Capability?
- The Enterprise Process
- Enterprise and the World Wide Web
- Promoting Personal Employability
- Understanding and Planning Personal Finance
- Understanding Finance for Enterprise
- Rights, Responsibilities and Ethical Considerations of Enterprise Activities.

A summary of the achievement categories

Qualification	Certificate Preparation for Working Life				Certificate Enterprise and Employability				ELC Preparation for Working Life	
	Level 1		Level 2		Level 1		Level 2			
Point score for achievement and attainment tables	Grade	Points	Grade	Points	Grade	Points	Grade	Points	Grade	Points
		Pass	12.5	Pass	23	Pass	12.5	Pass	23	Entry 3
									Entry 2	6
									Entry 1	5
NQF Level	1		2		1		2		Entry	

Students following a course of study based on any of our WRL specifications can be offered opportunities to develop and generate evidence of attainment in aspects of:

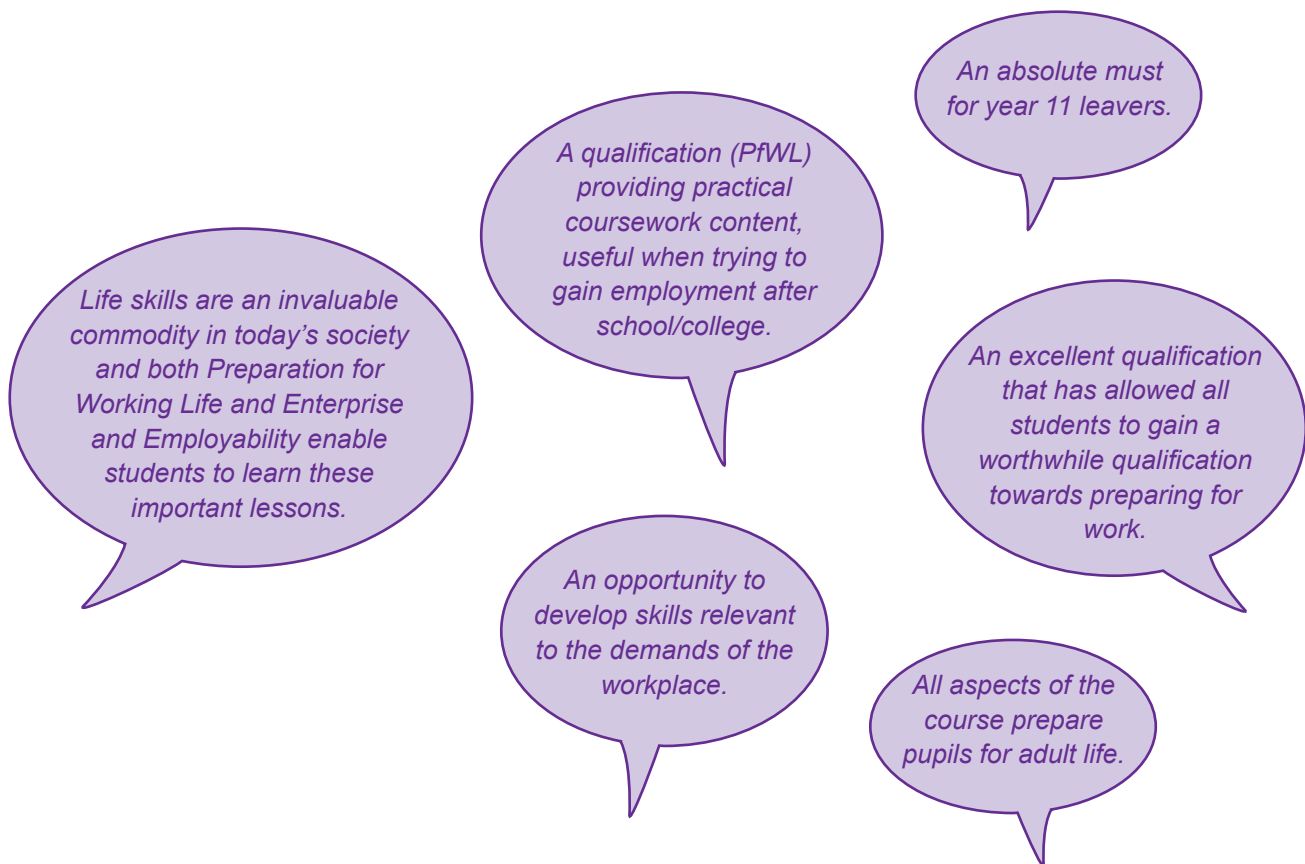
- **Key Skills**
- **Wider Key Skills**
- **Personal, Learning and Thinking Skills (PLTS)**
- **Functional Skills.**



Choosing AQA qualifications in WRL will help your school:

- provide recognition of achievement for students of all abilities
- comply with statutory requirements that all KS4 students experience some work-related learning (2004) and an element of enterprise education (2005)
- address the five outcomes of the Every Child Matters agenda
- achieve and maintain Healthy School Status.

What the teachers say:



For more information

- Call **01423 534 225** or e-mail prepforwork-life@aqa.org.uk or cee@aqa.org.uk
- Visit aqa.org.uk/otherqualifications
- Book a place on one of our free, regional standardising meetings this autumn. To do this, call us on the number above or go to: <http://events.aqa.org.uk/ebooking>. Aimed at centres and teachers new to our qualifications, these meetings offer:
 - specification overviews
 - guidance on assignment preparation
 - information on how to apply assessment criteria.