

## NCFE Level 2 Award in Information, Advice and Guidance Qualification Number: 601/4321/6



Duration: 8-10 weeks  
Credits: 15  
Enrol: Anytime  
Fees: £450\* (+20% VAT)  
\* VAT applicable in UK

### Overview

This qualification aims to develop the learner's knowledge and understanding of the key principles of information, advice or guidance and applying these within their own context. This qualification is suitable for those working or looking to work in a range of roles where the provision of information, advice or guidance is a requirement. The objectives of this qualification are to prepare learners for further training and to support a role where learners may give initial information, advice or guidance to others.

### Units

To be awarded the Level 2 Certificate in Information, Advice or Guidance, learners must achieve a minimum of 15 credits as follows:

1. a total of 6 credits from the mandatory units
  - Information, Advice or Guidance in Practice (R/506/6653)
  - Developing Interaction Skills for Information, Advice or Guidance (Y/506/6654)
  
2. a minimum of 9 credits from the optional units
  - Signposting and Referral in Information, Advice or Guidance (D/506/6655)
  - Information, Advice or Guidance - Context (H/506/6656)
  - Skills for Advice Providers (K/506/6657)
  - Benefits Advice Work - Practice (M/506/6658)
  - Managing Information (T/506/6659)
  - Specialist Advice Work in Practice - Housing (K/506/6660)
  - Specialist Advice Work in Practice – Debt (M/506/6661)
  - Specialist Advice Work in Practice - Employment (T/506/6662)
  - Specialist Advice Work in Practice – Refugee, Immigrant or Asylum Seeker (A/506/6663)
  - Information, Advice or Guidance in Schools and Colleges (F/506/6664)
  - Information, Advice or Guidance Work With Groups (J/506/6665)
  - Operating Within Networks to Support Information, Advice or Guidance (L/506/6666)

## **Entry Criteria**

1. You should be at least 16 years old
2. Any other equivalent international qualifications

## **Progression routes**

Learners who achieve this qualification could progress to:

- Level 2 Certificate in Counselling Skills
- Level 3 Award in Counselling Skills and Theory
- Level 3 Diploma in Counselling Skills

## **Certification**

The certificate is issued by the NCFE- Awarding Organisation. UK Versity Online Limited (Number 8465520) is an accredited and approved delivery Centre for qualifications.

## **Assessment and Verification**

To achieve the Level 2 Certificate in Information, Advice or Guidance, learners must successfully demonstrate their achievement of all learning outcomes and assessment criteria of the units as detailed in the qualification specification. Grades are not awarded. The Level 2 Certificate in Information, Advice or Guidance is internally assessed.

## **Course Material**

Course material, including presentations; handouts, assignment briefs and e-books are made available to enrolled learners. In addition to this, the learners also get the course handbook and tutorial via emails to support the learning.

## **Online learning**

The learner sets the pace for learning and the courses are offered across an academic year basis. Although our tutors encourage the learners to make progress monthly, but this approach is flexible.

## **Key Facts**

Award Body is NCFE - Cache

Course duration: 2-3 Months

Methods of Study: Distance Learning / Full time / Part time

Qualification level: 2