

ASDAN Employability Qualifications: Rules of Combination (RoC) and barred combinations of units

1. Rules of Combination

Centres are responsible for checking that learners complete units that meet the rules of combination for the intended outcome.

Qualification title	Qualification number	Level	Total credits required	Minimum number credits required at level of qualification	Other requirements
ASDAN Entry Level Award in Employability (Entry 2)	600/7772/4	Entry 2	6	4	At least one unit to be achieved from the mandatory group of units, at the level of the qualification
ASDAN Entry Level Certificate in Employability (Entry 2)	600/8014/0	Entry 2	15	8	At least two units to be achieved from the mandatory group of units, at the level of the qualification
ASDAN Entry Level Award in Employability (Entry 3)	600/8012/7	Entry 3	6	4	At least one unit to be achieved from the mandatory group of units, at the level of the qualification
ASDAN Entry Level Certificate in Employability (Entry 3)	600/8015/2	Entry 3	15	8	At least two units to be achieved from the mandatory group of units, at the level of the qualification
ASDAN Level 1 Award in Employability	600/8016/4	Level 1	6	4	At least one unit to be achieved from the mandatory group of units, at the level of the qualification
ASDAN Level 1 Certificate in Employability	600/8005/X	Level 1	15	8	At least two units to be achieved from the mandatory group of units, at the level of the qualification
ASDAN Level 2 Award in Employability	600/8060/7	Level 2	6	4	At least one unit to be achieved from the mandatory group of units, at the level of the qualification
ASDAN Level 2 Certificate in Employability	600/8061/9	Level 2	15	8	At least two units to be achieved from the mandatory group of units, at the level of the qualification

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2. Barred Combinations

Learners may work towards units at a mixture of different levels (sometimes referred to as a spiky profile). For example, a learner working towards a Certificate at Level 1, must complete at least 8 credits, including 2 core units, at Level 1 but may also complete 7 or more credits from optional units at Entry 3 or up to 7 credits from optional units at Level 2, as appropriate to their learning level in each unit topic.

Please note, **only one unit** from each row can contribute credit towards a qualification; credit from the unit at the highest level

Mandatory group of units			
Entry 2	Entry 3	Level 1	Level 2
Maintaining work standards MWSE2 R/504/5253	Maintaining work standards MWSE3 L/504/5252	Maintaining work standards MWS1 J/504/5251	Working to good practice standards WGP2 F/504/5250
	Career exploration CEE3 F/504/5037	Career exploration CE1 K/504/5033	Career exploration CE2 D/504/5028
	Applying for a job AJBE3 R/504/5026	Applying for a job AJB1 L/504/5025	Applying for a job AJB2 J/504/5024
Exploring job opportunities EJOE3 F/504/5149	Exploring job opportunities EJOE3 A/504/5148	Exploring job opportunities EJO1 T/504/5147	
Learning through work experience LWEE2 J/504/5184	Learning through work experience LWEE3 F/504/5183	Learning through work experience LWE1 T/504/5181	Learning through work experience LWE2 M/504/5180
	Enterprise skills ESE3 F/504/5152	Enterprise Skills ES1 A/504/5151	Enterprise Skills ES2 T/504/5150

contributes.

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Barred Combinations cont.

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Optional group of units			
Entry 2	Entry 3	Level 1	Level 2
Communicating with others at work CWOE2 Y/504/5142	Communicating with others at work CWOE3 R/504/5141	Communicating with others at work CWO1 L/504/5140	
Customer Service CSE2 Y/504/5139	Customer Service CSE3 R/504/5138	Customer Service CS1 L/504/5137	Customer Service CS2 F/504/5040
	Exploring business and enterprise EBEE3 M/504/5146	Exploring business and enterprise EBE1 K/504/5145	Exploring business and enterprise EBE2 D/504/5143
Health and safety in the workplace HSWE2 H/504/5175	Health and safety in the workplace HSWE3 D/504/5174	Health and safety in the workplace HSW1 Y/504/5173	Health and safety in the workplace HSW2 L/504/5171
		Managing personal finance as an employee MPF1 A/504/5196	Managing personal finance as an employee MPF2 L/504/5185
	Opportunities for learning and work OLWE3 Y/504/5206	Opportunities for learning and work OLW1 R/504/5205	Opportunities for learning and work OLW2 A/504/5201
	Overcoming barriers to work OBWE3 T/504/5200	Overcoming barriers to work OBW1 L/504/5199	Overcoming barriers to work OBW2 J/504/5198
	Participating in an enterprise activity PEAE3 K/504/5209	Participating in an enterprise activity PEA1 H/504/5208	Participating in an enterprise activity PEA2 D/504/5207

Barred Combinations cont.

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Optional group of units			
Entry 2	Entry 3	Level 1	Level 2
Planning and reviewing learning PRLE2 M/504/5216	Planning and reviewing learning PRLE3 K/504/5212	Planning and reviewing learning PRL1 F/504/5300	Planning and reviewing learning PRL2 R/504/5298
Rights and responsibilities in the workplace RRWE2 F/504/5216	Rights and responsibilities in the workplace RRWE3 A/504/5215	Rights and responsibilities in the workplace RRW1 T/504/5214	
Tackling problems at work TPWE2 A/504/5229	Tackling problems at work TPWE3 Y/504/5223	Tackling problems TP1 J/504/5220	Tackling problems TP2 L/504/5218
	Using advice and guidance UAGE3 K/504/5257	Using advice and guidance UAG1 L/504/5249	Using advice and guidance UAG2 J/504/5248
Working with numbers WWNE2 H/504/5256	Working with numbers WWNE3 D/504/5255	Working with numbers WWN1 Y/504/5254	
Working with others WWOE2 F/504/5247	Working with others WWOE3 A/504/5246	Team working TW1 T/504/5245	Team working TW2 M/504/5244

1. Recognition of prior learning, including credit transfer and exemptions

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Credit from equivalent units, or units/qualifications with the same or similar content, achieved in the context of another qualification, may contribute towards the achievement of a full qualification.

Prior achievement of some units from ASDAN programmes and short courses may mean that a learner does not need to repeat the learning needed for certain units, recognition of prior learning (RPL).

Credit transfer, exemptions and RPL are only eligible for units/learning achieved within the three years prior to the qualification moderation date.

In all instances where achievement is claimed through credit transfer/exemption/RPL, centres are responsible for carrying out sufficient and effective assessment and internal quality assurance as detailed in the [ASDAN Recognition of Prior Learning and Credit Accumulation and Transfer Policy and Procedures document](#). Award is dependent on successful external moderation.

Qualification	Unit	Unit allowed through credit transfer	Unit allowed through equivalent unit/exemption
ASDAN Entry Level Award/Certificate in Employability (Entry 2)	Maintaining work standards MWSE2 R/504/5253	Understanding work standards UWSE2 A/501/6958	
	Working with numbers WWNE2 H/504/5256	Tackling number problems TNPE3 F/500/5895	Functional Mathematics, Entry 2 or Entry 3
	Working with others WWOE2 F/504/5247	Working as part of a group (Personal and Social Development) WPGE2 H/502/0437 Working as part of a group (Personal and Social Development) WPGE3 K/502/0455 Introduction to working with others IWWOE2 T/501/6957 Introduction to working with others WWOE3	

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		K/500/5891	
ASDAN Entry Level Award/Certificate in Employability (Entry 3)	Planning and reviewing learning PRLE3 K/504/5212		Key Skills in Improving own learning and performance, Level 1 Introduction to improving own learning and performance, Level 1 (Certificate of Personal Effectiveness (CoPE))
	Working with numbers WWNE3 D/504/5255	Tackling number problems TNPL1 Y/500/5014	Functional Mathematics, Entry 3 or Level 1
	Working with others WWOE3 A/504/5246	Introduction to working with others WWOE3 K/500/5891 Introduction to working with others WWOL1 J/500/5011	Key Skills in Working with others, Level 1 Introduction to working with others, Level 1, (Certificate of Personal Effectiveness (CoPE))
	Customer service CSE3 R/504/5138	Introduction to customer care ICCL1 R/501/4407	
ASDAN Level 1 Award/Certificate in Employability	Planning and reviewing learning PRL1 F/504/5300		Key Skills in Improving own learning and performance, Level 1 or Level 2 Introduction to improving own learning and performance, Level 1 or Level 2 (Certificate of Personal Effectiveness (CoPE))
	Tackling problems TP1 J/504/5220	Dealing with problems in daily life (Award of Personal Effectiveness (AoPE)) DWP2 T/600/1241	Key Skills in Problem solving, Level 2 Introduction to problem solving, Level 1 (Certificate of Personal Effectiveness (CoPE))
	Working with numbers WWN1 Y/504/5254		Functional Mathematics, Level 1 or Level 2

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ASDAN Level 2 Award/Certificate in Employability	Planning and reviewing learning PRL2 R/504/5298	Planning and reviewing learning (Award of Personal Effectiveness (AoPE)) PRL3 T/501/5162	Key Skills in Improving own learning and performance, Level 3
	Enterprise Skills ES2 T/504/5150	Exploring entrepreneurship EEL2 K/601/4729	
	Research skills RS2 J/504/5217	Planning and carrying out research (Award of Personal Effectiveness (AoPE)) PCR2 F/600/1243 Research Skills (Award of Personal Effectiveness (AoPE)) RS3 R/501/5167	Planning and carrying out research R3 K/102/3430