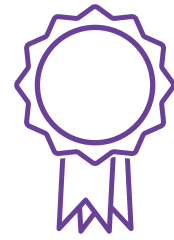


# Custom Certification Service

Trusted and assured certification for your  
unique learning experience.



# What is the custom certification service?



At SFJ Awards we understand that regulated qualifications may not always meet your requirements, but you may need some validation or external quality assurance to define good practice and demonstrate the quality of your products and services.

Our tailored Custom Certification Service allows you to deliver your products and services whilst gaining formal recognition from a sector specialist who can validate, quality assure and certify the services you provide.

A unique, and quality assured solution to certify an individual or organisation who has completed a structured programme and demonstrated the specified quality assured outcomes.

## What does Certification mean for you?

- ◆ enables flexible learning programmes to be created and recognised which are tailored to the needs of an employer, organisation, or group
- ◆ provides confidence and trust that learners have met the defined learning outcomes for a learning programme
- ◆ values specialist and short programmes for which there may be no other form of recognition available
- ◆ supporting organisations and groups to develop accredited services to benefit local employer or customer needs
- ◆ provides greater flexibility for assessment than existing regulated schemes
- ◆ provides appropriate levels of Quality Assurance to ensure the consistency, fairness and robustness in the assessment process used

Working with learning and quality assurance specialists, organisations can develop and implement products and services that adhere to recognised Quality Assurance processes. We provide independent verification and certification for your programme.

A recognisable sign of quality assurance, ensures that the knowledge, skills and competence of staff who are ultimately serving the public and the wider community is upheld, giving you and your customers peace of mind.

# Simple solutions to certify your programme

Our flexible packages are tailored to your requirements, acknowledging that every need is different, and one size does not fit all. We quality assure and certify a wide range of events, learning programmes and projects:



# Certificate of Achievement



- ◆ Suitable where your learning and development programme is unique to your organisation and is of a standard that would enable it to meet regulated qualification requirements, however you wish it to remain uniquely offered by you, not available from any alternative learning provider.
- ◆ Recommended where stakeholder confidence in learner achievements will be enhanced by including independently applied, best practice external quality assurance procedures from a recognised and trusted awarding body.
- ◆ Relevant where the structure and design of your learning programme you want to have certificated involves:
  - Clear learning outcomes and assessment criteria
  - A requirement that learners demonstrate a defined skill level that has been set as the benchmark for success
  - Formal assessment of learners' acquisition of skills, knowledge, competencies and expertise
  - Robust internal quality assurance procedures that are of comparable standard to regulated provision
- ◆ A custom-designed Certificate of Achievement is awarded to learners who are validated as having successfully completed your programme.

# Certificate of Completion



- ◆ Suitable for providers who want to have their unique learning and development programme certificated by a trusted third party.
- ◆ Recommended where stakeholder confidence in learner achievements will be enhanced through independent review of your programme and Internal Quality Assurance Processes.
- ◆ Relevant where the structure and design of your learning programme you want to have certificated involves:
  - Clear learning outcomes and assessment criteria
  - Measurable assessment of learners' acquisition of skills, knowledge, competencies and expertise
  - Internal quality assurance of assessment processes
- ◆ A custom-designed Certificate of Completion is awarded to learners who are validated as having successfully completed your programme.

# Certificate of Attendance



- ◆ Suitable for a wide range of bespoke learning and development activities.
- ◆ Recommended where your programme will be enhanced by certification to confirm participation, but where there is no need for assessment of learning.
- ◆ Relevant for a wide range of informal learning programmes and events, including:
  - Training days
  - Workplace coaching
  - Mentoring programmes
  - Online self-study programmes
  - Webinars and seminars
  - Volunteering programmes
  - Team building
- ◆ A custom-designed Certificate of Attendance is awarded to confirmed participants in your informal learning activity.

# Organisation Verification



- ◆ Suitable for bespoke programmes which evaluate and recognise an organisation's compliance based on a specification (such as processes, practices or standards) that are unique to your organisation.
- ◆ Recommended where stakeholder confidence in quality-based assessments of organisational practice will be enhanced by including independently applied, external quality assurance procedures from a recognised and trusted awarding body.
- ◆ Relevant where the specifications and processes you want to be externally assessed and certificated require the following practices in place:
  - A clearly certificated set of documented processes and procedures
  - The identification of evidence of good practice
  - Assessment processes that are undertaken by an individual with appropriate expertise in the areas of practice being evaluated
  - Quality assurance processes that are "fit for purpose" based on the practices being reviewed
  - Opportunities for continual improvement are identified and implemented
  - Corrective or preventative actions are measured via documented action plans

# About us

SFJ Awards is a nationally recognised and regulated awarding body and approved end-point assessment organisation for apprenticeships.

We work with employers and training providers to help people working in justice and community safety, the armed forces, local government, and healthcare to develop their skills and operate more effectively. We work in partnership with employers and training providers to meet their current and future workforce development needs. We deliver a personal, practical service to all our partners based on the in-depth sector knowledge and experience of our team.

SFJ Awards works with employers and training providers to help your people and workforce develop their skills and operate effectively.

## Important information

Where an application for the Custom Certification Service comes from organisations and/or groups who are not currently an SFJ Awards approved Centre you will also need to apply for Centre approval.

Our Custom Certification Service is designed to recognise programmes which fall outside the SFJ Awards regulated qualification portfolio, however as a regulated Awarding Organisation, we are obligated to meet the Ofqual General Conditions of Recognition at all times. These learning products are regarded by Ofqual to be “unregulated” provision, referred to in Ofqual Condition B5.



## Get in touch

Take the first step to assure and certificate your work and learning programmes, get in touch with a specialist certification adviser to discuss your future ambitions.

**[info@sfjawards.com](mailto:info@sfjawards.com)**  
**[www.sfjawards.com/certification](http://www.sfjawards.com/certification)**

