

# How to Apply?

Custom Certification for expert,  
reliable quality assurance your learners  
can trust.



# Choosing the right type of certification

Our Custom Certification validates and assures your learning giving your learners peace of mind and a quality experience at the end of your programme. There are four levels to choose from to best suit the types of learning you provide, and your organisations' needs.

Our experts in quality assurance and certification will work with you to fully understand the best level of certification to validate your learning experience for the best outcome.

## Understanding the best level of certification for your needs

- ◆ Four levels based on an understanding of learning processes
- ◆ Each level is appropriate to your training process and programme
- ◆ Designed to certify a wide range of learning methods
- ◆ Certificates for learners for achievement, completion and attendance
- ◆ Industry recognised that learners will be able to take with them for life
- ◆ Tailored levels of Quality Assurance to ensure consistency, fairness and robustness of learning and assessment



**Certificate of Achievement**



**Certificate of Completion**



**Certificate of Attendance**



**Organisation Verification**

# How to apply and what to expect?



Our expert team offer a flexible approach to the certification of your learning and development programme or assessment process. We believe in working with you to ensure the service we provide fulfils your requirements, so every certification is bespoke to you.

Whether it is adding value and portability to a CPD learning programme, giving extra confidence in the relevance and robustness of an in-house seminar or webinar or providing independent confirmation that an organisational assessment process has been conducted to the required quality standards, applying our Custom Certification enhances confidence and trust in the value of certification for your learners, employers and stakeholders.

We use our expertise to check and provide advice to assure you that the learning outcomes, assessment criteria and internal quality assurance processes you design are good quality and fit for purpose, depending on the level of certification you require.

Our Custom Certification reflects the differing levels of Quality Assurance needed to mitigate the levels of risk associated with the provision of certification.

The Certificate of Achievement provides a more robust quality assurance service to you and your learners.

Custom Certification is only available to existing SFJ Awards Centres. Visit our website to find out more about becoming a centre.

Once we have assured your provision of learning, you will be awarded with Direct Claim Status for your programme. This allows you to add even more value to your learners as you can register them for their learning, assess their work with quality in mind, and submit claims to generate certification with our team.

Certificate of Completion and Certificate of Attendance confirms that you are a recognised provider of the SFJ Awards Custom Certification Service.

# 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)**

