

**RULES OF COMBINATION GOVERNING THE ASCENTIS QAA-
recognised ACCESS TO HE DIPLOMA (BUSINESS AND ENTERPRISE)**

Award Title	Access to HE Diploma (Business and Enterprise)	
Qualification level	Level 3 within the NICATS framework of levels.	
Total credit value	60 credits.	
Number of credits at specific levels which comprise the Access to HE qualification	A minimum of 45 credits at Level 3, with the remaining 15 credits to be achieved at Level 3 or above.	
Credit value and level of mandatory units	For the mixed Level 2/Level 3 model, a minimum of 24 credits at Level 3 and 9 credits at Level 2 to be achieved through specified named mandatory units. For the Level 3 model, a minimum of 24 credits to be achieved through specified named mandatory units.	
Credit value and level of optional units	The remaining credits to be achieved through a choice of named optional units.	
Credit value and level of credits permitted through credit transfer and the award of credit through APL	The APL rules apply to both mandatory and optional units.	
	No more than 30 credits required for the award of the Access to HE Diploma may be awarded through APL or credit transfer.	
	For the mixed Level 2/Level 3 model, no more than 21 credits required at Level 3 for the award of the Access to HE Diploma may be awarded through APL or credit transfer. For the Level 3 model, no more than 30 credits for the award of the Access to HE Diploma may be awarded through APL or credit transfer.	
	No credit is awarded where previous learning has already been certificated; students will be exempted from relevant credit requirements.	
	APL or credit exemption will normally be awarded only for subjects or units relevant to the named Diploma.	
Other requirements	Centres should advise learners to contact their intended receiving HE institution before the commencement of their Access to HE programme to ensure that the subject choices made and any APL awarded are appropriate for progression to their proposed undergraduate course.	
	Full completion of a subject must occur within three years of initial enrolment.	
	Full completion of the Diploma must occur within five years of initial enrolment.	
	There is no time restriction imposed on the date when level 2 and level 3 qualifications submitted for exemption were achieved. Centres must assure themselves that the related skills are still current and are not obliged to accept applications for APL exemption where they consider this is not the case. The Ascentis Accreditation of Prior Learning (APL) and Concurrent Learning System must be adhered to. Centres must ensure that any qualifications submitted for APL meet the intended receiving HEI's policy relating to validity and currency.	
	The Literacy and Numeracy tests at Level 2 will not count towards the QAA-recognised Access to HE Diploma.	
Titles of mandatory units	Level	Credit value
HE Toolkit	3	3
Study Techniques	2	3

plus a minimum of **one** of the following sets of units at level 3

Set 1		
Foundations in Business Studies	3	3
Theories and Perspectives in Business Studies	3	6
Topics and Themes in Business Studies	3	6
Practical Skills in Business Studies	3	6

Titles of mandatory units	Level	Credit value
Set 2		
Foundations in Law	3	3
Theories and Perspectives in Law	3	6
Topics and Themes in Law	3	6
Practical Skills in Law	3	6

Set 3		
Foundations in Outdoor Education and Adventure Experience	3	3
Theories and Perspectives in Outdoor Education and Adventure Experience	3	6
Topics and Themes in Outdoor Education and Adventure Experience	3	6
Practical Skills in Outdoor Education and Adventure Experience	3	6

Set 4		
Foundations in Physics	3	3
Theories and Perspectives in Physics	3	6
Topics and Themes in Physics	3	6
Practical Skills in Physics	3	6

Plus a minimum of **one** of the following units at level 2:

Introduction to Bookkeeping	2	6
Introduction to Business Studies	2	6
Introduction to Computing, Practical Skills, Database and Spreadsheets	2	6
Introduction to Law	2	6
Introduction to Sports and Recreational Leadership	2	6

Titles of optional units	Level	Credit value
Set 1		
Foundations in Approaches to Social & Community Welfare	3	3
Theories and Perspectives in Approaches to Social & Community Welfare	3	6
Topics and Themes in Approaches to Social & Community Welfare	3	6
Practical Skills in Approaches to Social & Community Welfare	3	6

Set 2		
Foundations in Care Studies: Understanding Supporting Client Needs	3	3
Theories and Perspectives in Care Studies: Understanding Supporting Client Needs	3	6
Topics and Themes in Care Studies: Understanding Supporting Client Needs	3	6
Practical Skills in Care Studies: Understanding Supporting Client Needs	3	6

Set 3		
Foundations in Computing	3	3
Theories and Perspectives in Computing	3	6
Topics and Themes in Computing	3	6
Practical Skills in Computing	3	6

Set 4		
Foundations in Counselling	3	3
Theories and Perspectives in Counselling	3	6
Topics and Themes in Counselling	3	6
Practical Skills in Counselling	3	6

Set 5		
Foundations in Criminology	3	3
Theories and Perspectives in Criminology	3	6
Topics and Themes in Criminology	3	6
Practical Skills in Criminology	3	6

Set 6		
Foundations in Digital Imaging	3	3
Theories and Perspectives in Digital Imaging	3	6
Topics and Themes in Digital Imaging	3	6
Practical Skills in Digital Imaging	3	6

Titles of optional units	Level	Credit value
Set 7		
Foundations in Engineering Science	3	3
Theories and Perspectives in Engineering Science	3	6
Topics and Themes in Engineering Science	3	6
Practical Skills in Engineering Science	3	6

Set 8		
Foundations in Environmental Science	3	3
Theories and Perspectives in Environmental Science	3	6
Topics and Themes in Environmental Science	3	6
Practical Skills in Environmental Science	3	6

Set 9		
Foundations in Gender, Sexuality and Society	3	3
Theories and Perspectives in Gender, Sexuality and Society	3	6
Topics and Themes in Gender, Sexuality and Society	3	6
Practical Skills in Gender, Sexuality and Society	3	6

Set 10		
Foundations in Information & Communications Technology	3	3
Theories and Perspectives in Information & Communications Technology	3	6
Topics and Themes in Information & Communications Technology	3	6
Practical Skills in Information & Communications Technology	3	6

Set 11		
Foundations in Mathematics	3	3
Theories and Perspectives in Mathematics	3	6
Topics and Themes in Mathematics	3	6
Practical Skills in Mathematics	3	6

Set 12		
Foundations in Recreation in the Mountain Environment	3	3
Theories and Perspectives in Recreation in the Mountain Environment	3	6
Topics and Themes in Recreation in the Mountain Environment	3	6
Practical Skills in Recreation in the Mountain Environment	3	6

LEVEL 2 GCSE EQUIVALENTS

Set 1		
Foundations in Level 2 GCSE Equivalent English	2	3
Theories and Perspectives in Level 2 GCSE Equivalent English	2	3
Topics and Themes in Level 2 GCSE Equivalent English	2	3
Practical Skills in Level 2 GCSE Equivalent English	2	3

Set 2		
Foundations in Level 2 GCSE Equivalent Mathematics	2	3
Theories and Perspectives in Level 2 GCSE Equivalent Mathematics	2	3
Topics and Themes in Level 2 GCSE Equivalent Mathematics	2	3
Practical Skills in Level 2 GCSE Equivalent Mathematics	2	3

Set 3		
Foundations in Level 2 GCSE Equivalent Science	2	3
Theories and Perspectives in Level 2 GCSE Equivalent Science	2	3
Topics and Themes in Level 2 GCSE Equivalent Science	2	3
Practical Skills in Level 2 GCSE Equivalent Science	2	3

Introduction to Art	2	6
Introduction to Citizenship (Institutions and Society)	2	6
Introduction to Citizenship (Law and Employment)	2	6
Introduction to Computerised Accounts	2	6
Introduction to Computing, Practical Skills, Databases and Spreadsheets	2	6
Introduction to Counselling Skills	2	6
Introduction to Counselling Theories	2	6
Introduction to Criminology	2	6

Introduction to Digital Imaging Input, Output and Processing Skills	2	6
Introduction to Digital Imaging Research, Design and Image Manipulation	2	6
Introduction to Ecology, Tourism, Recreation and the Environment	2	6
Introduction to Economics	2	6
Introduction to English Language	2	6
Introduction to Food Science and Nutrition	2	6
Introduction to Garden Design	2	6
Introduction to Geology	2	6
Introduction to Geology: Fieldwork	2	6
Introduction to Health Education	2	6
Introduction to Health and Safety in the Workplace	2	6
Introduction to Internet Web Page Design	2	6
Introduction to Interpersonal Skills	2	6
Introduction to Law	2	6
Introduction to Photography	2	6
Introduction to Physics	2	6
Introduction to Psychological Concepts	2	6
Introduction to Reflective Practice Skills	2	6
Introduction to Sociological Concepts and Perspectives	2	6
Introduction to Sports and Recreational Leadership	2	6
Introduction to Sports Science	2	6
Introduction to Word Processing, Internet and Email	2	6
Introduction to Work Experience	2	6
Introduction to Youth Work: Working with Young People	2	6