



**Learning
Resource Network**

LRN LEVEL 7 CERTIFICATE IN EDUCATION

YOUR GATEWAY TO ACADEMIC SUCCESS

FAQs

FREQUENTLY ASKED QUESTIONS

YOUR GUIDE TO MASTERING AND EXCELLING IN LEVEL 7 CERTIFICATION

Empowering Professionals and Advancing Excellence in Education

Table of Contents

| | |
|---|----------------|
| Background to LRN | Page 03 |
| Accolades | Page 03 |
| Management Systems | Page 03 |
| Customer Service Excellence | Page 03 |
| Objectives | Page 03 |
| Commitment to Academic Integrity | Page 03 |
| Customer Service Statement | Page 05 |
| Diversity and Equality | Page 05 |
| Frequently Asked Questions | Page 06 |

BACKGROUND TO LRN

Learning Resource Network (LRN) is a recognised Awarding Organisation that offers a range of qualifications to candidates, educational institutes, training providers, schools and employers.

LRN is recognised for its high quality qualifications that enable candidates to progress to other areas of study and employment in their designated fields.

In producing its qualifications, LRN uses the experience and expertise of academics, professionals working in the pertinent industries and assessment practitioners with a wealth of best practice and knowledge of validation, verification, delivery and assessment.

ACCOLADES

Queen's Award

In April 2020, LRN received the Queen's Award for Enterprise for International Trade. LRN is one of 220 organisations in the UK to be recognised with this prestigious accolade. This was in recognition of the expansion LRN brought to the overseas qualification market.

MANAGEMENT SYSTEMS

LRN has been awarded international accreditation as part of its quality controls, policies, systems and overall approach to its management systems. These awards are externally validated by the British Assessment Bureau. LRN has achieved accreditation in the form of ISO 9001: Quality Management Systems, ISO 14001: Environment Management Systems and ISO 27001: Information Security Management Systems.

CUSTOMER SERVICE EXCELLENCE

LRN has achieved the prestigious award of Customer Service Excellence. This is in recognition of its customer service practices, approach to managing and dealing with UK and Overseas customer needs, including the diverse needs of its centres.

LRN was the first UK Awarding Organisation to achieve Customer Service Excellence. Following reaccreditation in 2019, LRN received an award for Customer Service Excellence: Compliance Plus, demonstrating that LRN went above and beyond the delivery of its customer service principles.



OBJECTIVES

This FAQ sheet is designed to provide clear guidance on key areas relevant to our qualifications, assignment processes, and academic policies. Whether you are a student, teacher, or institution representative, you will find answers to your most pressing questions here.

Our goal is to ensure transparency, fairness, and support at every stage of your educational journey. Should you require further assistance, please don't hesitate to contact our support team.

COMMITMENT TO ACADEMIC INTEGRITY

As an internationally recognised awarding body, we uphold the values of academic honesty and transparency in all our processes. We expect all candidates, teaching centres, and staff to adhere to these principles to maintain the integrity of our qualifications and ensure fairness for all learners.

We hope this document serves as a useful guide for navigating our qualifications and addressing any questions or concerns. If you require additional information, please consult the relevant sections or reach out to us directly.

CUSTOMER SERVICE STATEMENT

Learning Resource Network (LRN) is committed to ensuring all customers are dealt with promptly and in a professional and helpful manner. In order to guarantee this, we commit to ensuring the following in our day-to-day interactions with candidates, assessment centres, and our stakeholder network:

- All customers will be treated equally and with respect;
- All customer information will only be used in a way which has been agreed in advance, unless we are informed of something that places them or others at risk of harm;
- All customers will be treated by staff in a professional manner.

LRN has arrangements in place to provide a telephone and e-mail helpdesk, which will be staffed from 09:00 to 17:00 from Monday to Friday. Furthermore, it will respond to each e-mail, letter, or telephone message it receives regarding feedback on its qualifications, centre approvals process, or other matters relating to its products and/or services. The timetable for responding is as follows:

- E-mail: 5 working days
- Letter: 5 working days
- Telephone message: 5 working days

DIVERSITY AND EQUALITY

Learning Resource Network (LRN) is committed to ensuring fair and equal access to its qualifications, examinations, and support materials. Our Diversity and Equality policy seeks to eliminate unjustifiable discrimination, harassment, and/or victimisation and to advance equality of opportunity, thereby ensuring all candidates are treated fairly, in accordance with the protected characteristics of the Equality Act 2010. Specifically, we comply fully with the requirements laid out in the Equality Act 2010. In addition, and within the constraints of this policy, LRN will have due regard for the General Data Protection Regulation (GDPR) in the retention of information which is unnecessary.

FREQUENTLY ASKED QUESTIONS (FAQs)

Qualification Details

Q: What is the LRN Level 7 Certificate in Education?

A. The LRN Level 7 Certificate in Education is designed to enable candidates with sufficient teaching or lecturing experience to demonstrate their expertise across a broad range of advanced pedagogical approaches to learning.

Q: Who is eligible to enroll in this qualification?

A. Candidates must be operating in a teaching role within an educational setting. The candidate should ideally possess a graduate-level qualification. However, candidates with extensive teaching practice may be considered, even if they lack formal academic qualifications.

Q: What are the modes of delivery for this qualification?

A. The LRN Level 7 Certificate in Education can be delivered in-centre, online, or through a blended approach (a combination of online and face-to-face learning). Centres must demonstrate their capability to deliver the qualification through appropriate resources, staff, and internal quality assurance processes.

Q: What are the teaching practice requirements?

A. Candidates are expected to have access to a teaching environment to gather evidence, including a teaching log. The log should document their preparation, planning, delivery, and evaluation of teaching activities. A minimum of 40 teaching hours is required, although candidates are expected to complete between 40 to 60 hours.

Q: What progression opportunities are available after completing this qualification?

A. Upon completing the LRN Level 7 Certificate in Education, candidates may progress to:

- A similar Level 7 qualification in Education.
- Doctorate-level study.
- Teaching, lecturing, or educational consultancy roles.

Q: How is the qualification assessed?

A. Assessment consists of:

1. externally set and externally marked assignments, which are set and marked by LRN,
2. externally set portfolio on which requirements are set by LRN, reviewed by centre staff, and which is externally moderated by LRN.

Q: What are Guided Learning Hours (GLH) and Total Qualification Time (TQT)?

A. Guided Learning Hours (GLH): 600 hours.

Total Qualification Time (TQT): 780 hours (comprising GLH, self-study, formative assessment, and summative assessment). These timescales are indicative and may vary based on the candidate's study pace.

Q: What is the structure of this qualification?

A. The qualification comprises three units:

1. Philosophy of Education and Theories of Learning and Teaching (20 credits)
2. Delivering Effective Teaching and Learning and Understanding Educational Assessment (20 credits)
3. Contemporary Teaching in Higher and Professional Education (20 credits)

Each unit requires the submission of externally set and marked assignments, and a portfolio reviewed both internally and externally.

Q: What is the grading structure for this qualification?

A. The LRN Level 7 Certificate in Education is graded as either Pass or Fail.

Q: How does LRN ensure the quality of assessments?

A. LRN uses plagiarism detection software and a rigorous quality assurance model to ensure the integrity of assessments.

Q: Can prior learning be recognised for this qualification?

A. Yes, Learning Resource Network (LRN) does recognise prior learning for the LRN Level 7 Certificate in Education. Candidates with substantial teaching experience or prior academic achievements relevant to this qualification may be eligible for recognition of prior learning (RPL). However, this is assessed on a case-by-case basis to ensure that the prior learning meets the qualification's standards and learning outcomes.

Q: What are the benefits of LRN qualifications compared to other programmes?

A. LRN qualifications are distinguished by several key benefits:

- Ofqual Regulated: Ensures high standards of quality and credibility.
- Global Recognition: Respected internationally by educational institutions and employers.
- Flexible Delivery Models: Offers in-centre, online, or blended learning options.
- Customer Service Excellence: Award-winning support for candidates and centres.
- Progression Opportunities: Clear pathways for further education and career advancement.

Q: How does the qualification prepare students for higher education?

A. The LRN Level 7 Certificate in Education equips candidates with advanced pedagogical skills and knowledge that are essential for higher education. The qualification emphasises critical thinking, reflective practice, and the application of contemporary educational theories. By focusing on areas such as educational philosophy, teaching strategies, and assessment methods, candidates are well-prepared to pursue further academic studies, including doctoral-level qualifications, or take up lecturing and consultancy roles within educational institutions. The robust assessment framework ensures that candidates develop the practical skills and theoretical understanding needed for success in higher education environments.

Q: Where can I find sample assessment materials for the LRN Level 7 Certificate in Education?

A. Sample assessment materials will be provided to approved centres.

Q: What types of teaching methodologies are emphasised in this qualification?

A. The qualification emphasises both pedagogy (teaching strategies for children) and andragogy (teaching strategies for adults), enabling candidates to differentiate between these approaches and apply them effectively in various educational settings.

Q: How is feedback incorporated into the teaching practice component?

A. Candidates are expected to reflect on their teaching practice by evaluating and documenting their teaching approach. This includes creating lesson plans, delivering lessons, and reflecting on their effectiveness. Feedback from this process is integrated into the candidate's continuous professional development.

Q: How is the qualification aligned with current educational theories?

A. The qualification includes in-depth exploration of key educational theories and their application to practical teaching. This covers areas like inclusive curriculum design, the relationship between teaching and assessment, and adapting to learner needs.

Centre Approval

Q: What is a Centre Approval Certificate?

A. A Centre Approval Certificate is an official document issued by LRN, confirming that a centre has met the necessary criteria to deliver LRN qualifications.

Q: How can my centre apply for approval?

A. Centres must complete the Centre Approval Application Form and submit it along with the required documentation to LRN. The application will be reviewed, and an inspection may be conducted.

Q: What is the criteria for centre approval?

A. Centres must demonstrate adequate resources, qualified staff, and the ability to deliver and assess LRN qualifications effectively. Detailed criteria can be found in the Centre Approval Guidelines.

Q: How long does the approval process take?

A. The approval process typically takes between 4 to 6 weeks from the submission of the application to the issuance of the certificate.

Q: What is the validity period of the Centre Approval Certificate?

A. The centre approval certificate is valid for one academic period. It requires revision and renewal upon the conclusion of each academic period to ensure continued compliance and up-to-date standards.

Q: Where can I find more information?

A. For detailed information, please visit the LRN Centre Approval Page at <https://www.lrnschools.org/joining-lrn/> .

Q: What is the role of centres in supporting candidates?

A. Centres play a key role in supporting candidates by providing guidance on assignments, reviewing portfolios, and facilitating access to teaching environments. Centres must also ensure they comply with LRN's internal assessment and quality assurance standards.

Q: What quality assurance mechanisms are in place for centres delivering this qualification?

A. Centres must demonstrate compliance with LRN's quality assurance standards. This includes having qualified staff, suitable facilities, and resources, as well as adhering to the internal assessment and quality assurance criteria established by LRN.

Q: How does LRN ensure the accuracy of assessments?

A. LRN employs a combination of internal review and external moderation to ensure that assessments meet the required standards. Guidance is provided to centres on how to approach the internal review process for portfolios and assignments.

Assignment Issuance and Submission

Q: What are the assignment issuance windows?

A. Assignments can be issued during the following windows:

- Window 1: Up to 31st December
- Window 2: Up to 28th February
- Window 3: Up to 31st July
- Window 4: Up to 31st October

Q: When are learners required to submit their assignments to the center?

A. Learners must submit their assignments by:

- Window 1: 31st January
- Window 2: 31st March
- Window 3: 30th August
- Window 4: 29th November

Q: What are the deadlines for the center to submit assignments to LRN?

A. Centers must submit assignments by:

- Window 1: No later than 14th March
- Window 2: No later than 14th June
- Window 3: No later than 13th September
- Window 4: No later than 13th December

Q: What are the LRN response timescales for marking and moderation?

A. LRN will respond by:

- Window 1: Up to 31st May
- Window 2: Up to 31st July
- Window 3: Up to 31st October
- Window 4: Up to 31st January 2026

Q: What are the deadlines for submitting enquiries or appeals?

A. Enquiries or appeals must be submitted by:

- Window 1: No later than 14th June
- Window 2: No later than 16th August
- Window 3: No later than 15th November
- Window 4: No later than 14th February

Q: What should be done if assignments are issued outside the indicated timescales?

A. Consult with LRN via enquiries@lrnglobal.org to determine revised timescales.

Assignment Review and Grading

Q: What is the purpose of the assignment cover sheet?

A. The cover sheet must accompany all submitted assignments as of 01/04/2022. Assignments without it will be returned without review.

Q: When will results be issued?

A. Results are issued within six weeks following the receipt of all required assessment documentation. LRN will confirm receipt of the documents to ensure transparency in decision-making timescales.

Q: How will LRN acknowledge receipt of assignments?

A. LRN will acknowledge receipt via email to the main centre email address.

Q: What is the review timeline for assignments?

A. LRN intends to review assignments within six weeks of submission.

Q: What happens if an assignment is suspected of plagiarism?

A. LRN will request additional information, such as draft assignments, notes, and Plagiarism and AI reports. Failure to provide this may result in the assignment not being validated.

Q: What are the submission format requirements?

A. Assignments must be submitted in Word or PDF format. Scanned assignments will not be accepted.

Q: What are the consequences of submitting a scanned assignment?

A. The assignment will be refused, causing delays in the feedback process.

Q: Can assignments be saved in plagiarism software before submission?

A. No, assignments must not be saved in any plagiarism software prior to LRN's approval.

Academic Integrity

Q: What constitutes academic integrity in professional and academic writing?

A: Academic integrity involves producing original work, correctly crediting others' ideas, and adhering to ethical standards. This includes avoiding plagiarism, cheating, and collusion. Submitting work that is entirely your own and properly referencing all sources is essential to maintaining the integrity of your educational journey.

Q: What is the importance of referencing in academic writing for the LRN Level 7 Certificate in Education?

A: Referencing enhances the credibility of your work by providing evidence for your arguments. It helps prevent plagiarism by acknowledging sources and demonstrates the depth of your research, which is crucial at this advanced level of study.

Q: How do I ensure the reliability of my sources for assignments in the LRN Level 7 Certificate in Education?

A: Use peer-reviewed journal articles, books from reputable publishers, and reports from government or institutional sources. Ensure that the sources are up-to-date and relevant to your subject matter.

Q: What referencing style is required for the LRN Level 7 Certificate in Education?

A: The Harvard referencing style is preferred and mandatory. Other styles, such as APA, MLA, or Chicago, are not permitted.

Q: How do I correctly format in-text citations for the LRN Level 7 Certificate in Education?

A: Follow the Harvard style by including the author's surname and year of publication without parentheses, e.g., Smith, 2020, with page numbers for quotations or specific points and Doi

Q: How does insufficient referencing impact the grading of assignments in the LRN Level 7 Certificate in Education?

A: Insufficient referencing undermines content credibility, resulting in penalties such as assignment failure, resubmission, or disqualification. It reflects poor research and raises concerns about academic integrity.

Q: What are the consequences of excessive referencing in an assignment for the LRN Level 7 Certificate in Education?

A: Excessive referencing may dilute academic quality by indicating over-reliance on external sources, rather than showcasing the candidate's original thought and analysis.

Q: Why is balanced referencing important in academic assignments at the LRN Level 7 Certificate in Education?

A: Balanced referencing ensures that content is supported by credible sources while reflecting the candidate's own critical analysis and independent thought. This is essential at Level 7, where synthesis and reflection are key.

Q: What strategies can I employ to achieve balanced referencing in the LRN Level 7 Certificate in Education?

A: Integrate key sources that directly support your arguments, avoid over-reliance on any single source, and ensure your own analysis and interpretation are prominent.

Plagiarism and Malpractice

Q: What steps should I take if I suspect my assignment has been plagiarised by someone else?

A. Report the issue to LRN with any supporting evidence you have.

Q: What are some examples of plagiarism?

A. Examples include submitting copied coursework, failing to cite sources, and manipulating text electronically to appear original.

Q: What are the consequences of plagiarism?

A. Consequences vary based on the extent of plagiarism:

- Under 15%: Notification to the centre.
- 16% to 25%: Re-submission required.
- 26% to 49%: Serious offence notification.
- Over 50%: Suspension and investigation.

Q: How should cases of malpractice be reported?

A. Use the Malpractice Reporting Form (MRF1 or MRF2) and email it to enquiries@lrnglobal.org within two working days.

Q: What if an assessment centre fails to report malpractice?

A. If an assessment centre fails to report malpractice, LRN reserves the right to take corrective action, which may include restricting the centre's ability to conduct future activities or qualifications pending a thorough investigation.

Q: How does LRN ensure fairness in handling malpractice cases?

A. LRN ensures fairness in handling malpractice cases by conducting thorough and impartial investigations. A structured process is followed, which includes reviewing all relevant evidence, interviewing involved parties, and adhering to established guidelines to ensure that decisions are made objectively and transparently.

Enquiries and Appeals

Q: How can I appeal a decision made by LRN regarding my assignment for the LRN Level 7 Certificate in Education?

A. If you wish to appeal a decision made by LRN, you must follow the formal appeal process outlined by LRN. This process may involve submitting a detailed appeal form, along with supporting documentation or additional evidence, within the specified timeframe. LRN will review your appeal in accordance with its established procedures.

Support

Q: How can I contact the support team?

A. You can contact the support team by visiting <https://www.lrnschools.org/contact/>. Here you will find various options to reach out, including email, phone, and live chat support.

Q: How long does it take to get a response from support?

A. Our support team aims to respond to all enquiries within 24–48 hours. Response times may vary depending on the complexity of the issue and the volume of requests.

Q: Are there any special considerations for candidates with disabilities?

A. Yes, LRN ensures that its qualifications and assessments are accessible to candidates with disabilities, in accordance with the Equality Act 2010. Special accommodations may be provided upon request.

Standards and Recognition

Q: What is the Customer Service Statement?

A. LRN is committed to treating all customers equally, professionally, and with respect. Their customer service includes a helpdesk staffed from Monday to Friday (9:00 AM to 5:00 PM), with responses to emails, letters, and phone messages within five working days.

Q: How does LRN address diversity and equality?

A. LRN adheres to the Diversity and Equality policy, which complies with the requirements of the Equality Act 2010. This policy eliminates unjustifiable discrimination, harassment, and victimisation, ensuring fair and equal access to qualifications and support materials.

Q: What is the Queen’s Award for Enterprise that LRN received?

A. LRN received the Queen’s Award for Enterprise in International Trade in 2020, recognising its significant contributions to expanding qualifications in the overseas market.

Q: What management systems does LRN use to maintain its standards?

A. LRN is accredited under ISO 9001 (Quality Management Systems), ISO 14001 (Environment Management Systems), and ISO 27001 (Information Security Management Systems), ensuring rigorous quality controls in all operations.

Thank you for exploring the frequently asked questions. We believe that our dedication to customer service, recognition through prestigious awards, and robust management systems reflect our unwavering commitment to providing a high standard of education. If you have any further questions or require additional information, please do not hesitate to contact us at enquiries@lrnglobal.org . Together, we can work towards fostering an inclusive and empowering educational environment for all learners.