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# Open Awards Level 3 Certificate in Maritime Studies (RQF)

603/3360/1



QUALIFICATION GUIDE

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<b>Version Control</b>	
<b>Date</b>	<b>Changes</b>
1 May 2021	<p><b>Mandatory Group - Changes</b></p> <ul style="list-style-type: none"> <li>• H/617/1465 Passage Planning has been moved to Option Group B</li> <li>• The original Mandatory units of: <ul style="list-style-type: none"> <li>○ D/617/1464 The Operational and Regulatory Environment of the Maritime Sector, and</li> <li>○ K/617/1466 Vessel Design and Construction have been withdrawn.</li> </ul> </li> <li>• New Mandatory units added: <ul style="list-style-type: none"> <li>○ R/618/7077 Working in the Maritime Sector</li> <li>○ L/618/7076 Vessel Types and Design</li> </ul> </li> </ul> <p>Thus, making the Mandatory Unit group 12 credits in total.</p>
	<p><b>Optional Group B – Withdrawal of Units</b></p> <ul style="list-style-type: none"> <li>• J/616/9143 Maritime Business – The Role of Intermediaries (the is covered in Working in the Maritime Sector)</li> </ul>
	<p><b>Option Group B – New Units</b></p> <ul style="list-style-type: none"> <li>• F/618/7074 Maritime Trade</li> <li>• J/618/7075 Port Services and Operations</li> <li>• A/618/7073 Commercial Shipping Operations</li> </ul> <p>These units have been added to incorporate dry-side opportunities for learners within the Maritime Sector.</p>
	<p><b>Units with Multiple Choice Test options for assessments</b></p> <p>Units T/618/3801 Mathematics for Seafarers and L/618/4047 Stability for Marine Engineers have summative tests created available. This means that if learners have studied the learning outcomes and assessment criteria they could complete their learning by taking a formal test.</p>

	<p>Learners who complete F/616/9142 Maths and Stability at Sea will be unable to access these tests, as they have been devised to assess the unit's learning outcomes and assessment criteria.</p> <p>There will be no additional charge for taking the test(s).</p>
	<p><b>Barred Units</b></p> <p>As there is significant cross over between the content of units:</p> <p>T/618/3801 Mathematics for Seafarers, and F/616/9142 Maths and Stability at Sea</p> <p>These units are therefore a barred combination.</p> <p>In addition, there is also significant cross over of content of units:</p> <p>L/618/4047 Stability for Marine Engineers, and F/616/9142 Maths and Stability at Sea</p> <p>These units are also a barred combination</p> <p>However, learners <i>could</i> complete the following combination:</p> <p>T/618/3801 Mathematics for Seafarers L/618/4047 Stability for Marine Engineers</p>
	<p><b>Additional Credit</b></p> <p>Should learners wish to achieve the units: T/618/3801 Mathematics for Seafarers L/618/4047 Stability for Marine Engineers</p> <p>Their credit value may be greater than 30. This is permissible and will not incur further charges as long as it remains within +3 credits (ie 33 credits). Further credit claimed may be subject to Open Awards charges.</p>

## About the Qualification

<b>Title</b>	Open Awards Level 3 Certificate in Maritime Studies (RQF)
<b>QAN</b>	603/3360/1
<b>Sector</b>	4.3 Transportation Operations and Maintenance
<b>Level</b>	3
<b>Funding</b>	<a href="#">Please click here for more information</a>
<b>Pricing Information</b>	<a href="#">Please click here for more information</a>
<b>Review Date</b>	31/08/2025

<b>Ofqual Purpose</b>	Prepare for further learning or training and/or develop knowledge and/or skills in a subject area
<b>Ofqual Sub-Purpose</b>	B1 – Prepare for further learning or training B2 – Develop knowledge and/or skills in a subject area

<b>Total Qualification Time/Guided Learning</b>	
<b>Award</b>	
Total Qualification Time (hours)	300
Guided Learning (hours)	225

<b>Age Range and Restrictions:</b>	
Pre -16	x
16 – 18	✓
19+	✓
Any other restrictions specific to the qualification(s)	None

<b>Any specified entry requirements</b>
This qualification is suitable for learners aged 16+ Although not mandatory, due to the content and level of the qualification, it would be helpful to have a Level 1 Maths and English qualification, or to be working towards these.

## Recommended Assessment Method Summary

Learners will be required to complete a portfolio of evidence set and marked by the education provider and externally quality assured by Open Awards.

Candidates must provide sufficient evidence that they have the required knowledge, skills and understanding of the assessment criteria and that it is their own work.

Types of evidence could include:

- a) Observation of performance
- b) Questioning (written or oral)
- c) Practical Activities
- d) Photographs or videos
- e) Personal statements
- f) Project work
- g) Witness testimonies
- h) Group discussion
- i) Recognition of Prior Learning

Assessment practices must reflect the Equality and Diversity Policy of Open Awards.

This qualification has been designed to allow for a mix of practical and classroom-based activities as appropriate for individual learner's requirements and programmes of study. Please see the individual units outlined in this qualification for assessment criteria and any specified requirements.

### Units with Multiple Choice Test options for assessments

Units T/618/3801 Mathematics for Seafarers and L/618/4047 Stability for Marine Engineers have online multiple-choice tests created for them. This means that if learners have studied the learning outcomes and assessment criteria they could complete their learning by taking a formal test.

It is recommended that learners taking the tests will have already completed MSSC's online training ie

T/618/3801 Mathematics for Seafarers – learners should have completed Maths@Sea and Maths@Sea+

L/618/4047 Stability for Marine Engineers – learners should have completed Stability@Sea.

**NB** - Learners who complete F/616/9142 Maths and Stability at Sea will be unable to access these tests, as they have been devised to assess the units specified above.

## Centres Requiring the Multiple Choice Test options for assessments

Centre who require the tests should inform Open Awards and be aware of how to set-up and invigilate a Controlled Assessment. They should contact the Customer Service Team before learners commence their studies so that correct procedures are followed for setting up and invigilating the tests.

For more information contact [customerservices@openawards.org.uk](mailto:customerservices@openawards.org.uk)

## Externally Set Assessment

For the unit **T/618/3801 Mathematics for Seafarers**, there is one 60 minute externally-set multiple choice assessment.

The assessment is made up of 50 questions; 1 mark available per question. The assessment will cover the full set of assessment criteria within the qualification.

For the unit **L/618/4047 Stability for Marine Engineers**, there is one 60 minute externally-set multiple choice assessment.

The assessment is made up of 40 questions; 1 mark available per question. The assessment will cover the full set of assessment criteria within the qualification

Both tests are administered through the XAMS assessment platform and is available on-demand and online.

Learners must be scheduled at least 48 hours in advance. Once scheduled, the assessment will be available for a 2 week window for the learner to sit their assessment as planned within the centre timetable.

For support with scheduling and managing assessments via the XAMS platform, please see the XAMS guidance available via the Open Awards [portal](#).

A paper-based version of the assessment can be generated to support reasonable adjustments.

The assessment will issue a pass or fail result. The result of the assessment will be issued to the learner instantly on completion of the on-screen assessment. A breakdown of performance will be made available to the centre through the XAMS results report.

Achievement will be confirmed following external quality assurance of the assessment outcome by Open Awards.

Centres are responsible for ensuring the authenticity and validity of the assessment, including as a minimum:

- Learner identification checks
- Learner authenticity declarations
- Appropriate supervision

Alternatively, learners can complete a portfolio of evidence set and marked by the education provider and externally quality assured by Open Awards. This must provide sufficient evidence that they have the required knowledge, skills and understanding of the assessment criteria and that it is their own work. Please contact Open Awards prior to delivery to discuss this assessment methodology.

Assessment practices must reflect the Equality and Diversity Policy of Open Awards.

What the Sector Experts say about this qualification ...

“We support this great initiative to encourage more school leavers into the Maritime sector.”

Susan Oatway – International Chair of the Institute of Chartered Shipbrokers

“The qualification is a good initiative in the UK.”

Matt Gilbert, Head of Business and Partnerships at Institute of Chartered Shipbrokers.

## Qualification Units

Rules of Combination	
Credit Value of the Qualification	30
Minimum credits to be achieved at the level of the qualification	30
Mandatory Unit Group A:	12 credits to be achieved
Optional Unit Group B:	18 credits to be achieved

### Mandatory Group A

QAC Code	Unit Name	Credits	Level
R/618/7077	<a href="#">Working in the Maritime Sector</a>	7	Level Three
L/618/7076	<a href="#">Vessel Types and Design</a>	5	Level Three

### Optional Group B

QAC Code	Unit Name	Credits	Level
A/618/7073	<a href="#">Commercial Shipping Operations</a>	6	Level Three
T/616/9140	<a href="#">Managing a Marine Business</a>	6	Level Three
F/618/7074	<a href="#">Maritime Trade</a>	6	Level Three
T/618/3801	<a href="#">Mathematics for Seafarers</a>	5	Level Three
F/616/9142	<a href="#">Maths and Stability at Sea</a>	6	Level Three
H/617/1465	<a href="#">Passage Planning</a>	6	Level Three
J/618/7075	<a href="#">Port Services and Operation</a>	6	Level Three
F/616/9139	<a href="#">Practical Boat Handling Skills (Powerboat)</a>	6	Level Three
A/616/9138	<a href="#">Practical Boat Handling Skills (Sailing)</a>	6	Level Three
L/618/4047	<a href="#">Stability for Marine Engineers</a>	4	Level Three
A/616/9141	<a href="#">Vessel Construction and Engineering</a>	6	Level Three

### Barred Unit Combinations

As there is significant cross over between the content of units:

T/618/3801 Mathematics for Seafarers  
 F/616/9142 Maths and Stability at Sea  
 And  
 L/618/4047 Stability for Marine Engineers  
 F/616/9142 Maths and Stability at Sea

These units are a barred combination; however, learners can complete the following combination:

T/618/3801 Mathematics for Seafarers  
 L/618/4047 Stability for Marine Engineers



## Delivering this Qualification

### Becoming a Centre

To deliver this qualification you must be a recognised Open Awards centre. For more information, head to our website or contact the team on 0151 494 2072

### How to Deliver

You can deliver this qualification by completing a [New Qualification Request Form](#) via the Open Awards portal. For more information, see the Centre Handbook, or contact the team on 0151 494 2072.

### Registering Learners

Once you are ready to deliver this qualification, you will need to register your learners in line with the timescales below:

Short courses (15 weeks or less) within 25 working days of the course start date.  
Full year long courses (over 15 weeks) within 60 working days of the course start date.

You will need to register your learners via the Open Awards [portal](#).

### Quality Assurance and Standardisation

Delivery of this qualification must be done so in accordance with Ofqual regulatory guidelines and in line with Open Awards' quality assurance processes. Template forms and guidance documents are available via the Open Awards portal.

#### **Centre Staff Requirements**

Centres are responsible for ensuring that their staff are suitably skilled and experienced. Tutors/ assessors and internal quality assurance (IQA) staff must have relevant occupational knowledge and/or occupational competence at the same level or higher as the units being delivered.

Although not mandatory, best practice would be for Assessors to hold the relevant D32/D33/A1/AQA unit(s) and Level 3 Award in Education or Training. Likewise, best practice would be for Internal Verifiers to hold the relevant D34/V1/IQA unit(s).

Centres are responsible for notifying Open Awards of staff changes.

#### **Training and support**

Open Awards offers training and support events in Delivery & Assessment and Quality Assurance. These events are held throughout the year. Such events will also provide an opportunity to identify and share best practice. Up to date details of these training events are on our [website](#).

#### **Internal Quality Assurance (IQA)**

All centres delivering Open Awards provision must operate rigorous internal quality assurance systems. A centre must identify how they will internally quality assure and standardise their delivery and assessment before delivering a course.

### **External Quality Assurance (EQA)**

Centre approval compliance monitoring and external quality assurance is carried out by Open Awards' Lead Quality Reviewers/External Quality Assurers who will confirm that the centre is assessing to standard and ensure that there are robust quality assurance systems embedded.

Please refer to Internal and External Quality Assurance within the Centre Handbook.

### **Standardisation**

Centres are required to contribute to national standardisation as requested by Open Awards. Open Awards offers Standardisation events that are held throughout the year. Such events will also provide an opportunity to identify and share best practice. Up to date details of training and standardisation events can be found on our website.

Further guidance on Quality Assurance and Standardisation please refer to the [Centre Handbook](#)

### **Recognition of Prior Learning and Achievement (RPL)**

RPL is a method of assessment that considers whether a learner can demonstrate that they can meet the assessment requirements for a unit through knowledge, understanding or skills they may already possess. Evidence of learning must be sufficient, reliable and valid.

It is the responsibility of the centre to inform Open Awards at registration of any exemptions and/or equivalences for which a claim may be made. These claims will be subject to external verification by the Open Awards' Lead Quality Reviewer for the centre.

For more information, please see our Recognition of Prior Learning Policy found on the Open Awards [portal](#).

### **Health and Safety**

It is acknowledged that elements of this qualification will be delivered in a practical setting and could include work-place learning. It is therefore essential that appropriate health and safety guidelines are followed at all times and appropriate risk assessments are in place to safeguard the learners. It is recommended that all learners complete a full induction, including relevant health and safety instruction.

Below is a suggested resource to support centres with appropriate guidelines for Health and Safety. This is not intended as an exhaustive list. It is important that centres follow their own internal health and safety and risk assessment processes and ensure they are following all relevant Health and Safety guidance.

- <https://www.gov.uk/topic/working-sea/health-safety>
- Health and Safety Executive  
<http://www.hse.gov.uk/offshore/maritimeintegrity.htm>

## Appendices and Links

Appendix Name
<a href="#">Centre Handbook</a>
<a href="#">Enquiries, Complaints and Appeals Policy</a>
<a href="#">Equality and Diversity Policy</a>
<a href="#">Invoicing Policy</a>
<a href="#">Privacy Policy</a>

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