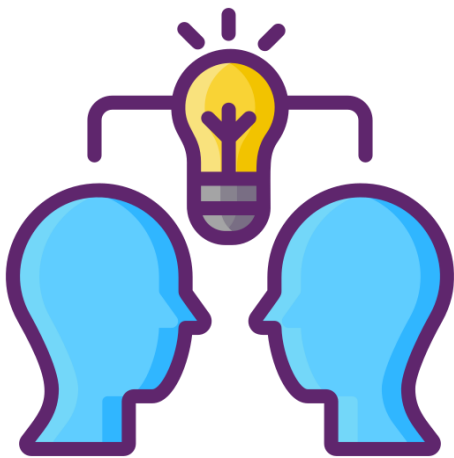




openawards

# Level 4 Certificate in Advanced Mentoring (RQF)

603/7283/7



QUALIFICATION GUIDE

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## About the Qualification

<b>Title</b>	Open Awards Level 4 Certificate in Advanced Mentoring (RQF)
<b>QAN</b>	603/7283/7
<b>Sector</b>	13.2 Direct Learning Support
<b>Level</b>	4
<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>	31/07/2026

<b>Ofqual Purpose</b>	Updating and continuing professional development (CPD)
<b>Ofqual Sub-Purpose</b>	Develop knowledge and/or skills relevant to a particular specialisation within an occupation or set of occupations

### Endorsed Achievement Routes

This qualification is an Endorsed Achievement Route Qualification. This means that the qualification can be tailored to the requirements of one specific achievement route within the qualification.

The added advantage of this type of qualification is that the endorsed achievement route chosen is reflected in the learner's qualification certificate.

This qualification is achieved by completing an optional unit that allows the qualification to be tailored to the specific setting the learner is in:

- Advanced Mentoring – generic pathway
- Apprentices
- Children and Young People
- Coaching and Mentoring
- Jobs and Careers

Therefore, if a learner achieves all of the Mandatory Units plus Advance Mentoring (from Group B) their qualification certificate will read "Open Awards Level 4 Certificate in Advanced Mentoring (RQF). Thus, providing a broad mentoring qualification certificate.

If a learner achieves all of the Mandatory Units plus Advanced Mentoring – Apprentices, their qualification certificate will read Level 4 Certificate in Advanced Mentoring (RQF) (Apprentices). Thus, recognising these specific pathway skills, providing a tailored qualification certificate. This will apply to all other units in Group B.

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

### **Any specified entry requirements**

Learners require a Level 3 Mentoring qualification or demonstrable occupational experience before starting this Level 4 qualification.

Learners must be working within a relevant occupational role to reflect the chosen endorsed pathway route e.g. youth work; apprenticeships.

Due to the level of the qualification and the evidence requirements, a Level 2 English qualification (or equivalent demonstrable skills) would be advantageous.

### **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) Written Assignments
- b) Questioning (written or oral)
- c) Practical Activities
- d) Personal statements
- e) Project work
- f) Witness testimonies
- g) Group discussion
- h) Recognition of Prior Learning

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

## Qualification Units

Rules of Combination	
<b>Certificate</b>	
Credit Value of the Qualification	25
Minimum Credits to be achieved at the Level of the Qualification	25
Mandatory Units A	22
Optional Group B	3

**For the Open Awards Level 4 Certificate in Advanced Mentoring (RQF)  
Generic qualification learners will need to achieve the following units:**

Mandatory Group A

QAC Code	Unit Name	Credits	Level
F/618/6569	<a href="#">Foundations of Mentoring</a>	6	Level Four
T/618/6570	<a href="#">Reflective Practice</a>	4	Level Four
A/618/6571	<a href="#">Researching a Mentoring Topic</a>	6	Level Four
F/618/6572	<a href="#">The Mentoring Approach</a>	6	Level Four

Optional Group B

QAC Code	Unit Name	Credits	Level
T/618/6567	<a href="#">Advanced Mentoring</a>	3	Level Four

**For the Open Awards Level 4 Certificate in Advanced Mentoring (RQF)  
(Apprentices) Endorsed Qualification Route learners will need to achieve the  
following units:**

Mandatory Group A

QAC Code	Unit Name	Credits	Level
F/618/6569	<a href="#">Foundations of Mentoring</a>	6	Level Four
T/618/6570	<a href="#">Reflective Practice</a>	4	Level Four
A/618/6571	<a href="#">Researching a Mentoring Topic</a>	6	Level Four
F/618/6572	<a href="#">The Mentoring Approach</a>	6	Level Four

Optional Group B

QAC Code	Unit Name	Credits	Level
H/618/6564	<a href="#">Advanced Mentoring - Apprentices</a>	3	Level Four

**For the Open Awards Level 4 Certificate in Advanced Mentoring (RQF) (Children and Young People) Endorsed Qualification Route learners will need to achieve the following units:**

Mandatory Group A

QAC Code	Unit Name	Credits	Level
F/618/6569	<a href="#">Foundations of Mentoring</a>	6	Level Four
T/618/6570	<a href="#">Reflective Practice</a>	4	Level Four
A/618/6571	<a href="#">Researching a Mentoring Topic</a>	6	Level Four
F/618/6572	<a href="#">The Mentoring Approach</a>	6	Level Four

Optional Group B

QAC Code	Unit Name	Credits	Level
K/618/6565	<a href="#">Advanced Mentoring – Children and Young People</a>	3	Level Four

**For the Open Awards Level 4 Certificate in Advanced Mentoring (RQF) (Mentoring with Coaching) Endorsed Qualification Route learners will need to achieve the following units:**

Mandatory Group A

QAC Code	Unit Name	Credits	Level
F/618/6569	<a href="#">Foundations of Mentoring</a>	6	Level Four
T/618/6570	<a href="#">Reflective Practice</a>	4	Level Four
A/618/6571	<a href="#">Researching a Mentoring Topic</a>	6	Level Four
F/618/6572	<a href="#">The Mentoring Approach</a>	6	Level Four

Option Group B

QAC Code	Unit Name	Credits	Level
A/618/6568	<a href="#">Advanced Mentoring with Coaching</a>	3	Level Four

## Delivering this Qualification

### **Becoming a Centre**

To deliver this qualification you must be a recognised Open Awards centre or work in partnership with The Mentoring School. For more information please visit <http://www.thementoringschool.com/delivering-our-courses/>.

If you are already an approved Open Awards centre, 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**

Open Awards requires all learners to be registered within 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.

Learners will need to be registered via the Open Awards [portal](#).

If you are working in partnership with The Mentoring School, all learner registrations must be completed by The Mentoring School. Please contact [hello@thementoringschool.com](mailto:hello@thementoringschool.com) or +442381120010 to discuss your learner registrations.

### **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**

It is expected that centres will have occupationally competent staff with relevant sector experience for their role in the delivery of the units/qualifications being offered.

For the delivery and assessment of this qualification, it is expected that staff have a qualification at the level or higher in a related subject or to be able to demonstrate recent and relevant experience of working within this field; and up-to-date working knowledge and experience of best practice in assessment and quality assurance.

Centres are responsible for ensuring that their staff are occupationally competent and have access to appropriate training and support. They are also 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.

For 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](#).





This qualification was developed in partnership with [The Mentoring School](#). Their delivery programme and associated assessment plan has been externally quality assured by Open Awards to ensure it meets the full requirements of the qualification.

Founded in 2016, The Mentoring School has become the recognised name for mentoring training, both in the UK and internationally. They are able to offer the delivery of a range of mentoring courses in different sectors and work with partner organisations to help them to deliver recognised mentor courses.

The Mentoring School is devoted to raising standards in mentoring by putting in place syllabuses for different levels of mentoring, be it someone with an awareness, a practitioner, an advanced practitioner or those working at a higher level.

### **Open Awards and The Mentoring School**

The Mentoring School has gone through a centre approval process with Open Awards to be approved to deliver this qualification. The Mentoring School can offer the qualifications as their own in-house delivery/assessment of individual learners, and work with other training providers through 'train-the-trainer' programmes and licensing of their delivery and assessment resources.

Where The Mentoring School approves other organisations to deliver training on their behalf, this will be managed through a sub-contracting arrangement directly with The Mentoring School. In this case, centres are not required to go through centre recognition with Open Awards. Learner registration, internal quality assurance of the delivery and assessment remains the responsibility of The Mentoring School; and external quality assurance of the delivery, assessment and award of qualifications remains the responsibility of Open Awards. Please be aware that approval from The Mentoring School to use their training materials does not constitute approval from Open Awards to deliver regulated qualifications in their own right.

**For more information about how The Mentoring School can support the delivery of these qualifications, please contact them on [hello@thementoringschool.com](mailto:hello@thementoringschool.com) or +442381120010.**

## 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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