

Dear CPCAB learners,

Change in CPCAB qualification assessment strategies

We at CPCAB are committed to providing vocational training pathways to becoming a counsellor, life coach or supervisor, which prepare learners to be compassionate, safe, and effective practitioners. We keep our qualifications under constant review to ensure that they remain fit for purpose.

In our annual review of qualifications, we consider changes in the professional and education landscape, research into best practice and feedback from stakeholders such as the professional associations, learners, tutors, centre managers, and employers. We are proud to have a reputation for quality training with the learner and their potential clients at the heart of the training process.

As a result of our qualification reviews between 2022-24 we have made the decision to change the assessment strategy for a number of CPCAB qualifications. This represents a move towards a more holistic, authentic, and inclusive approach to the assessment of relational-centred skills such as counselling, life coaching and supervision.

When this will take effect

For **all courses with start dates after the 1st September 2024**, candidates will be registered on a qualification which is **100% Internally Assessed by the tutor or tutors at the centre** and verified by CPCAB quality assurance processes. Candidates registered on courses starting after the 1st September 2024 will no longer sit an External Assessment (examination). This will include any candidates commencing a year 2 of the TC-L4 qualification after the 1st September 2024.

Any candidate registered on a course with a start date up to and including the 31st August 2024 will continue with the assessment process assigned to their registration. CPCAB will honour all opportunities to sit and resit External Assessments in accordance with the documentation issued in year 2023-24.

Qualification	Registered start date Up to and including 31st August 2024	External Assessment*	Registered start date On or after 1st September 2024	External Assessment
CSK-L2		✓		✗
CST-L3		✓		✗
CAST-L3		✓		✗
LCS-L3		✓		✗
LC-L4		✓		✗
TC-L4 Year 1		N/A		N/A
TC-L4 Year 2		✓	(of year 2)	✗
PC-L5		✓		✗
CBT-L5		✓		✗
CYP-L5		✓		✗
TCSU-L6		✓		✗

**All candidates will be able to resit their EA if they are declared NP at the first sitting. Second Resits will also be honoured if supported by the centre, as per guidance from 2023-24. The 2023-24 External Assessment appeals processes will still operate for all candidates with start dates in the 2023-24 academic year.*

Quality and Validity

This change reflects the confidence and respect CPCAB have for the accuracy of tutor assessment, which will as always be supported by standardisation from CPCAB Head Office staff, and quality checked by the CPCAB External Verification service. Collectively these ensure assessment standards are upheld and candidate results are appropriate.

The revised assessment strategy has been scrutinised to ensure our qualifications continue to provide the same level of quality, meet the nationally regulated standards, and meet the needs of the profession and employers. This change has also been reviewed and agreed by the leading professional associations in counselling, and our progression route to professional registration is unaffected by this change.

We are committed to continuous improvement, and we always aim to improve the inclusivity of our qualifications, while upholding standards. We believe that the removal of the External Assessment will provide a more positive learning experience for future candidates whilst retaining the value and significance of the qualification. Where we can do better by our learners, we always endeavour to do so. We continue to encourage learners to complete the candidate feedback survey linked in their Candidate Guides to provide their valuable input into our review process.

With all best wishes,

A handwritten signature in black ink, appearing to read 'Kelly Budd', with a long horizontal flourish extending to the right.

Kelly Budd

Chief Professional Standards Officer