

**FUNCTIONAL SKILLS**

# ***ENTRY CODES***

**2019/20**



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# 1 Introduction

## 1.1 What are Functional Skills?

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Functional Skills qualifications are designed to enable students to develop confidence and fluency in maths, English and ICT.

They equip students with the practical skills to get the most out of education, work and everyday life and to help them function more confidently, effectively and independently.

Entry Level English, mathematics and ICT and Levels 1 and 2 English Speaking, Listening and Communicating/Communication (SLC) are internally assessed and OCR-moderated qualifications which can be taken at any time during the year.

Levels 1 and 2 English Reading and Writing, mathematics and ICT are externally assessed by OCR set and marked tests that can be taken at any time during the year. We offer both on-screen and paper-based tests for each qualification.

For more information, visit [www.ocr.org.uk/functionalskills](http://www.ocr.org.uk/functionalskills).

## 1.2 English and maths qualification reform

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Our reformed Functional Skills English and mathematics qualifications are available for first teaching in September 2019. Any students starting their Functional Skills qualifications on or after 1 September 2019 must be entered for the reformed qualifications.

The last entry date for the legacy English and mathematics qualifications is 30 June 2020, with the final certification date of 31 August 2020. However, those dates only apply to students enrolled on Functional Skills programmes before 1 September 2019. Please make sure any claims for centre-assessed components are made in good time, to allow for external moderation and certification to take place before 31 August 2020.

Any resits for components of the existing qualifications need to be completed by the final certification date too. There will be no further opportunities to resit assessments for any components of the existing qualifications after the last entry and certification dates.

It is not possible to carry forward legacy English components to the reformed qualifications. Therefore, any students who have started a legacy Functional Skills English qualification should complete it before the final certification date. We will continue to support and assess the legacy English and maths qualifications up to the final certification date.

## 1.3 ICT qualification reform

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Functional Skills ICT is being replaced by Digital Functional Skills for first teaching September 2021.

## 1.4 About this booklet

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This booklet contains the qualification entry information for OCR's reformed and legacy Functional Skills.

Any changes will be clearly identified in the version control table below and the version number will be updated accordingly in the footer.

We will also notify centres of any amendments in our monthly [Subject Information Update](#) email.

The following qualifications have their own entry codes booklets, which can be downloaded from the [OCR website](#):

- General qualifications (AS and A Level, GCSE, Entry Level Certificate, FSMQ, Level 3 Certificate and Project)
- Cambridge Nationals
- Cambridge Technicals
- Vocational qualifications.

## 1.5 Version control

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<b>Version number</b>	<b>Page</b>	<b>Details of change</b>	<b>Date changed</b>
1.1	3	Entry Level 2 and 3 Functional Skills English and Level 1 Functional Skills English – Corrected entry codes.	05/09/2019
1.0	First version published online September 2019		

## 2 Reformed English Entry Codes

You first need to make qualification entries (registrations) for the overall qualification.

It is not possible to make entries for reformed Functional Skills via Interchange or A2C; instead, these must be made via the secure site for Functional Skills entries and submissions, <https://secure.ocr.org.uk>

Qualification entries are made by creating a 'booking'.

Once the qualification entries have been made, you can:

- Order question papers and schedule on-screen tests is by creating a 'test session' within our secure site
- Request the moderation of your centre assessments through our secure site by using the Functional Skills moderation form.

Each of the English qualifications consists of three components (Speaking, Listening and Communicating (SLC); Reading; and Writing). All components must be achieved at the same level

Once all the components have been achieved, a full qualification will be awarded automatically.

Code	Qualification reference	Description
<b>Entry Level</b>		
<b>08840</b>	<b>603/4902/5</b>	<b>OCR Entry Level 1 Functional Skills English</b>
	Y/617/3584/S	English at Entry Level 1 Speaking, Listening and Communicating
	Y/617/3584/R	English at Entry Level 1 Reading
	Y/617/3584/W	English at Entry Level 1 Writing
<b>08841</b>	<b>603/4903/7</b>	<b>OCR Entry Level 2 Functional Skills English</b>
	D/617/3585/S	English at Entry Level 2 Speaking, Listening and Communicating
	D/617/3585/R	English at Entry Level 2 Reading
	D/617/3585/W	English at Entry Level 2 Writing
<b>08842</b>	<b>603/4904/9</b>	<b>OCR Entry Level 3 Functional Skills English</b>
	H/617/3586/S	English at Entry Level 3 Speaking, Listening and Communicating
	H/617/3586/R	English at Entry Level 3 Reading
	H/617/3586/W	English at Entry Level 3 Writing
<b>Level 1</b>		
<b>08843</b>	<b>603/4652/8</b>	<b>OCR Level 1 Functional Skills English</b>
	K/617/3587/S	English at Level 1 Speaking, Listening and Communicating
	K/617/3587/R/P	English at Level 1 Reading (paper-based)
	K/617/3587/W/P	English at Level 1 Writing (paper-based)
	K/617/3587/R/C	English at Level 1 Reading (on-screen)
	K/617/3587/W/C	English at Level 1 Writing (on-screen)

<b>Code</b>	<b>Qualification reference</b>	<b>Description</b>
<b>Level 2</b>		
<b>08844</b>	<b>603/4654/1</b>	<b>OCR Level 2 Functional Skills English</b>
	M/617/3588/S	English at Level 2 Speaking, Listening and Communicating
	M/617/3588/R/P	English at Level 2 Reading (paper-based)
	M/617/3588/W/P	English at Level 2 Writing (paper-based)
	M/617/3588/R/C	English at Level 2 Reading (on-screen)
	M/617/3588/W/C	English at Level 2 Writing (on-screen)

# 3 Reformed Mathematics Entry Codes

You first need to make qualification entries (registrations) for the overall qualification.

It is not possible to make entries for reformed Functional Skills via Interchange or A2C; instead, these must be made via the secure site for Functional Skills entries and submissions, <https://secure.ocr.org.uk>

Qualification entries are made by creating a 'booking'.

Once the qualification entries have been made, you can:

- Order question papers and schedule on-screen tests is by creating a 'test session' within our secure site
- Request the moderation of your centre assessments through our secure site by using the Functional Skills moderation form.

Code	Qualification reference	Description
<b>Entry Level</b>		
<b>08845</b>	<b>603/4899/9</b>	<b>OCR Entry Level 1 Functional Skills Mathematics</b>
	T/617/3589	Mathematics at Entry 1
<b>08846</b>	<b>603/4900/1</b>	<b>OCR Entry Level 2 Functional Skills Mathematics</b>
	K/617/3590	Mathematics at Entry 2
<b>08847</b>	<b>603/4901/3</b>	<b>OCR Entry Level 3 Functional Skills Mathematics</b>
	M/617/3591	Mathematics at Entry 3
<b>Level 1</b>		
<b>08848</b>	<b>603/4651/6</b>	<b>OCR Level 1 Functional Skills Mathematics</b>
	T/617/3592/P	Mathematics at Level 1 - paper-based
	T/617/3592/C	Mathematics at Level 1 - on-screen
<b>Level 2</b>		
<b>08849</b>	<b>603/4650/4</b>	<b>OCR Level 2 Functional Skills Mathematics</b>
	A/617/3593/P	Mathematics at Level 1 - paper-based
	A/617/3593/C	Mathematics at Level 2 - on-screen



# 4 Legacy English Entry and Results Codes

Entries must be made for each unit individually. **It is not possible to make full award entries.** Once the unit or units have been achieved, a full qualification will be awarded automatically. It is not possible to make entries for on-screen tests via Interchange or A2C; these must be made via the on-screen test system, [Surpass](#).

Each of the English qualifications consists of three units (Speaking, Listening and Communication (SLC); Reading; and Writing). Candidates can combine units from any level to make up a whole qualification; however, they will be awarded the qualification at the lowest level of achievement.

Code	A2C entry code	Description	Reference
<b>Entry Level Awards</b>			
<b>09495</b>	<b>n/a</b>	<b>OCR Functional Skills qualification in English at Entry 1</b>	<b>500/9085/9</b>
Unit 1	949501	Speaking, Listening and Communication	n/a
Unit 2	949502	Reading	n/a
Unit 3	949503	Writing	n/a
<b>09496</b>			
<b>n/a</b>	<b>n/a</b>	<b>OCR Functional Skills qualification in English at Entry 2</b>	<b>500/9086/0</b>
Unit 1	949601	Speaking, Listening and Communication	n/a
Unit 2	949602	Reading	n/a
Unit 3	949603	Writing	n/a
<b>09497</b>			
<b>n/a</b>	<b>n/a</b>	<b>OCR Functional Skills qualification in English at Entry 3</b>	<b>500/9197/9</b>
Unit 1	949701	Speaking, Listening and Communication	n/a
Unit 2	949702	Reading	n/a
Unit 3	949703	Writing	n/a
<b>Level 1 Award</b>			
<b>09498</b>	<b>n/a</b>	<b>OCR Functional Skills qualification in English at Level 1</b>	<b>500/9111/6</b>
The results for on-screen tests will be available to view via Interchange against the unit numbers shown below.			
Unit 1	949801	Speaking, Listening and Communication	n/a
Unit 2	949802	Reading (paper-based)	n/a
Unit 3	949803	Writing (paper-based)	n/a
Unit 4	n/a	Reading (on-screen)	n/a
Unit 5	n/a	Writing (on-screen)	n/a
<b>Level 2 Award</b>			
<b>09499</b>	<b>n/a</b>	<b>OCR Functional Skills qualification in English at Level 2</b>	<b>500/8963/8</b>
The results for on-screen tests will be available to view via Interchange against the unit numbers shown below.			
Unit 1	949901	Speaking, Listening and Communication	n/a
Unit 2	949902	Reading (paper-based)	n/a
Unit 3	949903	Writing (paper-based)	n/a
Unit 4	n/a	Reading (on-screen)	n/a
Unit 5	n/a	Writing (on-screen)	n/a



# 5 ICT Entry and Results Codes

Entries must be made for each unit individually. **It is not possible to make full award entries.** Once the unit or units have been achieved, a full qualification will be awarded automatically. It is not possible to make entries for on-screen tests via Interchange or A2C; these must be made via the on-screen test system, [Surpass](#).

Code	A2C entry code	Description	Reference
<b>Entry Level Awards</b>			
<b>09873</b>	n/a	<b>OCR Functional Skills qualification in information and communication technology (ICT) at Entry 1</b>	<b>500/8503/7</b>
Unit 1	987301	OCR Functional Skills qualification in information and communication technology (ICT) at Entry 1	J/601/2292
<b>09874</b>	n/a	<b>OCR Functional Skills qualification in information and communication technology (ICT) at Entry 2</b>	<b>500/8502/5</b>
Unit 1	987401	OCR Functional Skills qualification in information and communication technology (ICT) at Entry 2	R/601/2344
<b>09875</b>	n/a	<b>OCR Functional Skills qualification in information and communication technology (ICT) at Entry 3</b>	<b>500/8473/2</b>
Unit 1	987501	OCR Functional Skills qualification in information and communication technology (ICT) at Entry 3	L/601/2343
<b>Level 1 Award</b>			
The results for on-screen tests will be available to view via Interchange against the unit number shown below.			
<b>09876</b>	n/a	<b>OCR Functional Skills qualification in information and communication technology (ICT) at Level 1</b>	<b>500/8505/0</b>
Unit 1	987601	OCR Functional Skills qualification in information and communication technology (ICT) at Level 1 (paper-based)	M/601/2349
Unit 2	n/a	OCR Functional Skills qualification in information and communication technology (ICT) at Level 1 (on-screen)	M/601/2349
<b>Level 2 Award</b>			
The results for on-screen tests will be available to view via Interchange against the unit number shown below.			
<b>09877</b>	n/a	<b>OCR Functional Skills qualification in information and communication technology (ICT) at Level 2</b>	<b>500/8509/8</b>
Unit 1	987701	OCR Functional Skills qualification in information and communication technology (ICT) at Level 2 (paper-based)	K/601/2284
Unit 2	n/a	OCR Functional Skills qualification in information and communication technology (ICT) at Level 2 (on-screen)	K/601/2284

# 6 Legacy Mathematics Entry and Results Codes

Entries must be made for each unit individually. **It is not possible to make full award entries.** Once the unit or units have been achieved, a full qualification will be awarded automatically. It is not possible to make entries for on-screen tests via Interchange or A2C; these must be made via the on-screen test system, [Surpass](#).

Code	A2C entry code	Description	Reference
<b>Entry Level Awards</b>			
<b>09862</b>	n/a	<b>OCR Functional Skills qualification in mathematics at Entry 1</b>	<b>500/8496/3</b>
Unit 1	986201	OCR Functional Skills qualification in mathematics at Entry 1	H/601/2347
<b>09863</b>	n/a	<b>OCR Functional Skills qualification in mathematics at Entry 2</b>	<b>500/8497/5</b>
Unit 1	986301	OCR Functional Skills qualification in mathematics at Entry 2	D/601/2346
<b>09864</b>	n/a	<b>OCR Functional Skills qualification in mathematics at Entry 3</b>	<b>500/8498/7</b>
Unit 1	986401	OCR Functional Skills qualification in mathematics at Entry 3	Y/601/2345
<b>Level 1 Award</b>			
The results for on-screen tests will be available to view via Interchange against the unit number shown below.			
<b>09865</b>	n/a	<b>OCR Functional Skills qualification in mathematics at Level 1</b>	<b>500/8910/9</b>
Unit 1	986501	OCR Functional Skills qualification in mathematics at Level 1 (paper-based)	K/601/2348
Unit 2	n/a	OCR Functional Skills qualification in mathematics at Level 1 (on-screen)	K/601/2348
<b>Level 2 Award</b>			
The results for on-screen tests will be available to view via Interchange against the unit number shown below.			
<b>09866</b>	n/a	<b>OCR Functional Skills qualification in mathematics at Level 2</b>	<b>500/8908/0</b>
Unit 1	986601	OCR Functional Skills qualification in mathematics at Level 2 (paper-based)	T/601/2286
Unit 2	n/a	OCR Functional Skills qualification in mathematics at Level 2 (on-screen)	T/601/2286

To find out more

**[www.ocr.org.uk](http://www.ocr.org.uk)**

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