

Recording Your Achievement



BTEC First Certificate

Your Name

Your Centre

Unit Title	Unit GLH	Unit points	Your grade (P/M/D)	Your points

Total Points

Overall Grade

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Edexcel Level 2 BTEC First Diploma

Your course is made up of units which consists of guided learning hours (GLH)*. These units are internally assessed through assignments set and marked by your tutors.

As you complete each unit your tutor will tell you what grade you have achieved - Pass, Merit or Distinction. To ensure that your assessed work has been marked fairly Edexcel checks samples of tutors' marking. This process usually takes place between January and May; the grades for your assessed units can change as a result.

When you have completed all the units of the course you will receive an overall grade for your qualification - Pass, Merit, Distinction or Distinction*. This is the grade that will be shown on your certificate and that you should give when you apply for employment or when progressing to another course.

To calculate your overall grade, points are allocated to the grades you have achieved for the assessed units based on the size of unit as follows:

Size of unit (GLH)	Pass grade	Merit grade	Distinction grade
10	1	2	3
30	3	6	9
60	6	12	18
90	9	18	27
120	12	24	36

The points are added together to give your final grade as follows:

Qualification	Pass grade	Merit Grade	Distinction grade	Distinction *
BTEC First Diploma (108 maximum)	36-59	60-83	84-95	96-108

*GLH - Guided learning hours - see specification for more details.

