

## Procedure for Non-NVQ Evidence and the Assessor & Verifier Awards

All applications will be judged on an individual basis to ensure full compliance with the regulator's requirements.

- Form AV1 needs to be completed for each Non-NVQ programme submitted for consideration.
- Forms are downloadable from:
  - The Edexcel web site- [www.edexcel.org.uk](http://www.edexcel.org.uk) or
  - Requested by e-mail: [nvq@edexcel.org.uk](mailto:nvq@edexcel.org.uk)

- The completed form should be sent to:

NVQ Adviser  
Edexcel  
190 High Holborn  
London  
WC1V 7BH

or e-mailed to: [nvq@edexcel.org.uk](mailto:nvq@edexcel.org.uk) Fax: 0207 190 5639

*(We aim to acknowledge all applications within 5 working days and give a decision within 4 weeks of receipt)*

- If the application is successful, you will receive an official notification in the post and you will need to show this to your External Verifier when they next visit.
- If the application is not successful Edexcel will notify you by post and give some feedback on the decision.