

Controlled Assessment For Private Candidates

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Please check the web page for the latest information

<http://edyourself.org/controlass.pdf> via <http://edyourself.org/articles/exams.php>

Controlled assessment is a form of internal assessment where the control levels are set for each stage of the assessment process: task setting, task taking and task marking. In some subjects, work will be marked by the awarding body. For most subjects however, work will be marked by the centre and moderated by the awarding body.

Depending on the level of control defined within the specification, controlled assessments may take place in a defined learning session under supervised conditions; entirely within the examination centre under supervision with controlled access to resources; or outside the examination centre and involve research with limited supervision.

Candidates' work for assessment must be stored securely within the centre. Under formal supervision the candidate must be under direct supervision at all times. The use of resources by the candidate and his/her interaction with others will be directed by the awarding body; in particular access to e-mail, the internet and mobile phones must not be permitted. Centres may choose whether or not to use external invigilators.

Private candidates need to find a registered centre that will:

- 1. accept them for all elements of Controlled Assessment Task Taking and Task Marking, including preparation and analysis prior to the Task Taking**
- 2. undertake authentication of Controlled Assessment Tasks**
- 3. keep their work securely between sessions**
- 4. undertake the assessment of any Controlled Assessment Tasks.**

Private candidates will be asked to undertake all elements of controlled assessment. This can include writing-up sessions and research and analysis sessions. All elements with high or medium levels of control must be undertaken within the centre, or externally with centre supervision e.g. a field trip. The timings of these sessions will vary but writing-up sessions can be as long as 6 hours and research and analysis sessions can be as long as 20 hours. Read more on the [AQA page for private candidates](#).

It is not necessary for all candidates at a centre to write up controlled assessments at the same time. Centres may schedule a number of assessment sessions to accommodate cohort size and availability. Where candidates use their own laptops the centre must establish and implement a process for carrying out additional checks on the work. This is necessary in order for teaching staff to ensure that the work is the candidates' own and that all the necessary conditions have been followed.

The teacher should be sufficiently aware of the candidate's standard and level of work to appreciate if the work submitted is beyond the talents of the candidate. Where a teacher teaches his/her own child, the centre must declare the conflict of interest and send the marked work to the moderator whether it is part of the sample or not.

Candidates outside mainstream education may be able to undertake controlled assessment work but only if suitable arrangements for supervision and authentication can be made. Centres should contact the awarding body at the earliest opportunity for advice. It is possible for access arrangements to be granted so that candidates with particular requirements can access the assessment(s). These arrangements must be made in advance of examinations and assessments.

Centres should refer to the guidance published in the JCQ document Access Arrangements, Reasonable Adjustments and Special Consideration. For more information about the regulations covering controlled assessments and access arrangements, see [the Joint Council for Qualifications \(JCQ website\)](#)