

UNDERSTANDING ENTRY CODES

All WJEC qualifications follow one of two structures: **Linear** or **Unitised**.

Linear Entries

Some WJEC GCSE specifications are linear. This means that candidates are entered for their assessments for each subject at the end of their course of study.

For these specifications, with the exception of GCSE French, German, and Spanish, candidates are entered for **one entry code**. This enters them for all relevant components of the course (which may include, for example, an internal assessment and two written exams).

For GCSE French, German, and Spanish, candidates must also be entered at the end of their course of study, but there are five codes that must be entered for each candidate:

- One code for each of the units (x4)
- One 'cash in' code – this is a qualification code

Unitised Entries

All WJEC GCE specifications, some WJEC GCSE specifications, Level 1 and 2 Vocational Awards (including our new Technical Awards) and Level 3 Applied Certificates and Diplomas are unitised. This means that the qualifications are built up from individual units, and centres have an element of choice regarding the series in which candidates enter their assessments.

For example, students studying a Level 1 and 2 Vocational Award may sit one of their units in their first year of study (normally year 10), and sit the remaining units in their final year of study (normally year 11).

Candidates must be entered for each unit that they are sitting in the relevant series, and will be issued with a unit result for these units on the relevant results day.

When a candidate is reaching the end of their course, they must be entered for any unit(s) that they are sitting in this series along with a **cash in code**.

Cash in Codes

These codes notify us that a candidate has reached the end of their course and wishes to **aggregate / certificate**, i.e. they wish to receive a certificate.

Making an entry for this code will mean that we complete a process which brings together any results from units that the candidate has sat in previous series, as well as in the series in which the cash in code is entered. This enables us to calculate an overall result for the qualification.

UCI (Unique Candidate Identifier)

For candidates entering for unitised schemes, it is very important that the correct UCI is used as part of their entry. This is so that we can find the outcome of any units that they have sat in series prior to cashing in.

If a learner already has a UCI, it must continue to be used, even if it was generated for a different centre, a different candidate number, a different exam board or a different year.

Terminal Requirements

Some specifications have a **terminal requirement** – this means that a certain proportion of the qualification, and in some cases a particular unit of the qualification, must be entered along with the cash in code.

Terminal requirements exist for:

- **WJEC unitised GCSEs:** candidates must be entered for at least 40% of the total assessment in the terminal session (i.e. the exam session in which the award is cashed in), with the exception of GCSE Welsh Second Language. For this subject, 75% of the assessment must be taken in the terminal session, including all assessments in the form of an exam (Units 3 and 4).
- **New Level 1 and 2 Vocational Awards (Technical Awards):** These qualifications have a 40% terminal requirement which must be satisfied by the externally assessed unit. This means that if a candidate is cashing in, they must also be entered for the externally assessed unit in the same series. Only the result from the attempt made in the series in which the candidate is cashing in the qualification will be used in calculating the final overall grade, even if this is lower than a previous attempt.

The first series available for certification for these qualifications is January 2024.

Qualification Structures and Entry Requirements

Specification type	Format	Entry Requirements
WJEC GCE	Unitised	
WJEC GCSE	Linear and unitised	For unitised subjects, 40% terminal requirement, except for GCSE Welsh Second Language. For this subject there is a 75% terminal requirement which must include units 3 and 4.
Level 1 and 2 Vocational Certificates (Legacy)	Unitised	
Level 1 and 2 Vocational Certificates (New Tech Awards)	Unitised	40% terminal requirement which must be satisfied by the externally assessed unit.
Applied Certificates/Diplomas	Unitised	
Welsh Baccalaureate	Unitised	
Entry Level	Linear	
Entry Pathways	Unitised	
Health & Social Care in Wales WJEC / City & Guilds consortium	Unitised	

Key Entries resources:

WJEC Entries page	<ul style="list-style-type: none"> • Entries Procedures and Coding book • Guide to Resit Requirements • Entry fees
JCQ website (Entries)	<ul style="list-style-type: none"> • UCI information • Gradesets • JCQ Formats
UCI Generator Tool	<ul style="list-style-type: none"> • A tool for creating UCIs
entries@wjec.co.uk	