



**ITEC Level 4 Certificate in Advanced Skincare  
QAN 501/08554/4  
Learner Guidance Notes**

**General Advice**

**1. Requirements for Undertaking this Qualification**

ITEC recommend that you should have achieved a level of education equivalent to five GCSEs at grade A\*-C prior to commencing the ITEC Level 4 Certificate in Advanced Skincare; however, your Centre may make exemptions for adult returners with experience of the workplace

**2. Structure of the Qualification, Guided Learning (GL)**

The ITEC Level 4 Certificate in Advanced Skincare is comprised of 3 mandatory units with a total of 181 hours of Guided Learning (GL) in order to achieve the full qualification. However, you will also be required to complete further study and generate evidence of your learning in your own time. This is known as Total Qualification Time (TQT), please see Table 1 below:-

Table 1

<b>ITEC Unit Number</b>	<b>Unit Title</b>	<b>Assessment</b>	<b>Grading</b>
854	Dermatology and Microbiology	Assignment  plus 25 MCQ – paper or online	Pass or Refer  Pass 60%-74% Merit 75%-89% Distinction 90%-100%
861	Physiology of Ageing	Assignment	Pass or Refer
859	Chemistry of Hair and Beauty Products	Assignment  plus 25 MCQ – paper or online	Pass or Refer  Pass 60%-74% Merit 75%-89% Distinction 90%-100%

**Total Guided Learning (GL) - 181**  
**Total Qualification Time (TQT) - 291**  
**Total Credit Value for the Qualification - 29**

**3. Grading of the Qualification**

All assessment tasks required for each unit of the qualification (detailed in Table 1 above) must be completed and awarded a Pass mark before the full qualification can be certificated

The overall qualification is graded - Pass - 60% - 74%, Merit - 75% - 89%, Distinction – 90%-100%. This is formed by the aggregate mark for the multiple-choice questions papers

Your results and Certificates will be sent to your Centre by ITEC. Therefore, you will need to collect your results and Certificates from your Centre

#### 4. Assessment of the Qualification

The ITEC Level 4 Certificate in Advanced Skincare will be internally and externally assessed using a variety of assessment methods as set out in Table 1 above

Once you have completed all the specified assessments for the qualification and your Lecturer has awarded a Pass mark for all the evidence you have submitted, the ITEC External Verifier will verify a sample of all the evidence you have completed during your training to ensure it meets the ITEC standard

##### Multiple-choice Tests

Each question is formatted in the same way:

- 1 stem (the question)
- 1 key (the correct answer)
- 3 distractors (incorrect answers)
- You must indicate the answer you believe is correct by placing a mark in the appropriate box on your answer sheet

Multiple-choice tests are used for units 854 and 859 - Online testing of all relevant units is also available

##### Assignments

- a. Units 854, 861 and 859 are assessed by the completion of an assignment
- b. Your assignments form part of your internal assessment and should be assessed throughout your training by your Lecturer using the ITEC Guidance Forms
- c. The criteria for the assignments are detailed on the Assignment Guidance and Assessment Form
- d. Your Lecturer will complete the ITEC Assessment Forms and ensure they are ready for verification by the ITEC External Verifier
- e. The internal assessment(s) will be conducted by the Centre's Lecturer/Internal Verifier(s) and will be sampled by the ITEC External Verifier

#### 5. Resources

Your Centre must provide a suitable environment for teaching the ITEC Level 4 Certificate in Advanced Skincare as well as all equipment both fixed and free standing to complete all aspects of the qualification. You may need to supply some consumables and/or towels in order to complete your training

#### 6. Opportunities for Progression

Once you have achieved the ITEC Level 4 Certificate in Advanced Skincare you may progress on to other ITEC or equivalent qualifications at Level 3 or 4, for example:

- Level 3 Certificate in Microdermabrasion
- Level 4 Certificate in Laser and Light Treatment for Hair Removal
- Level 4 Certificate in Laser and Light Treatment for Skin Rejuvenation
- Level 4 Certificate in Micro-Pigmentation Treatment
- Level 4 Diploma in Advanced Skincare
- Level 4 Diploma in Spa and Salon Management

For further Awards, Certificates and Diplomas please go to [www.itecworld.co.uk](http://www.itecworld.co.uk)

#### 7. Professional Body Membership and Insurance

Professional Indemnity and Public Liability Insurance can be obtained via The Complementary Therapist Association ([www.CThA.com](http://www.CThA.com)) and other Industry Associations who recognise the ITEC

Diploma. The ITEC Level 4 Certificate in Advanced Skincare also enables Graduates to apply for membership of The Complementary Therapist Association

## **8. Book List**

A full book list can be found [here](#)