



ITEC Level 1 NVQ Certificate in Beauty Therapy
QAN 501/1434/7
Learner Guidance Notes

General Advice

1. Requirements for Undertaking this Qualification

It is recommended that prior to commencing the ITEC Level 1 NVQ Certificate in Beauty Therapy, Learners have reached a standard where they have achieved or are expected to achieve a level of education equivalent to 5 GCSEs at Grades A*-C, 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 1 NVQ Certificate in Beauty Therapy is comprised of 3 mandatory units; Learners must also select a minimum of 2 optional units covering a minimum of 78 hours of Guided Learning. A minimum of 183 hours of Guided Learning (GL) are required 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 and 2 below:-

Table 1

ITEC Unit Number	Unit Title	Assessment	Grading
500 (G20)	Ensure Responsibility for Actions to Reduce Risks to Health and Safety	Practical assessments plus oral questions	Pass/Refer
580 (G3)	Contribute to the Development of Effective Working Relationships	Practical assessments plus oral questions	Pass/Refer
752 (B1)	Prepare and Maintain Salon Treatment Work Area	Practical assessment MCQ- online or paper	Pass/Refer Pass/Refer

Total Guided Learning for Mandatory Units - 105
Total Qualification Time (TQT) for Mandatory Units – 109

Optional Units

Table 2

ITEC Unit Number	Unit Title	Assessment	Grading
583 (G2)	Assist with Salon Reception Duties	Practical assessments plus oral questions	Pass/Refer
753 (B2)	Assist with Facial Skincare Treatments	Practical assessments MCQ - online or paper	Pass/Refer Pass/Refer
754 (B3)	Assist with Day Make-up	Practical assessments MCQ - online or paper	Pass/Refer Pass/Refer
755 (N1)	Assist with Nail Services	Practical assessments MCQ - online or paper	Pass/Refer Pass/Refer

Total minimum Guided Learning (GL) including Optional Units – 183

Total minimum Qualification Time (TQT) including Optional Units – 195
Total Credit Value for the Qualification - 20

3. Grading of the Qualification

All assessment tasks required for each unit of the qualification (detailed in Table 1 and 2 above) must be completed and awarded a Pass mark before the complete qualification can be certificated

The overall qualification is graded - Pass

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 1 NVQ Certificate in Beauty Therapy will be internally assessed using a variety of assessment methods as set out in Table 1 and 2 above

The projects and tasks will be internally assessed by your Centre's Lecturer/Internal Verifier(s) and verified by an ITEC External Verifier, who will verify a sample of all the evidence you have completed during your training to ensure it meets the ITEC standard

Internal Practical Assessment

- a. The internal practical assessment forms part of the internal assessment and should be assessed by the Lecturer using the appropriate marking criteria and internal practical assessment forms
- b. The internal practical form for each unit should be completed by the Lecturer and placed with the relevant documentation for the ITEC External Examiner
- c. Units 500, 580, 752, 583, 753, 754 and 755 will be internally practically assessed
- d. The internal assessment(s) will be conducted by the Centre's Lecturer/Internal Verifier(s) and will be sampled by the ITEC External Verifier

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 752, 753, 754 and 755 - online testing of all relevant units is also available

5. Resources

Your Centre must provide a suitable environment for teaching the ITEC Level 1 NVQ Certificate in Beauty Therapy 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 1 NVQ Certificate in Beauty Therapy, you may progress on to other ITEC or equivalent qualifications at Level 2 for example:

- Level 2 NVQ Diploma in Beauty Therapy General
- Level 2 NVQ Diploma in Beauty Therapy Make-up
- Level 2 NVQ Diploma in Nail Services
- Level 2 Apprenticeship in Beauty – General

- Level 2 Apprenticeship in Beauty – Make-up
- Level 2 Apprenticeship in Nail Services

For further Awards, Certificates and Diplomas please go to www.itecworld.co.uk

7. Book List

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