



**ITEC Level 2 NVQ Diploma in Nail Services**  
**QAN 501/0191/2**  
**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 or Level 1 NVQ Certificate in Beauty Therapy prior to commencing the ITEC Level 2 NVQ Diploma in Nail Services; 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 2 NVQ Diploma in Nail Services is comprised of 8 mandatory units with a total of 329 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>
709 (N3)	Provide Pedicure Services	Internal Assessment MCQ – paper or online	Pass/Refer
710 (N2)	Provide Manicure Services	Internal Assessment MCQ – paper or online	Pass/Refer
717 (N4)	Carry out Nail Art Services	Internal Assessment MCQ – paper or online	Pass/Refer
718 (N5)	Apply and Maintain Nail Enhancements to Create a Natural Finish	Internal Assessment MCQ – paper or online	Pass/Refer
508 (G4)	Fulfil Salon Reception Duties	Internal Assessment	Pass/Refer
510 (G8)	Develop and Maintain Effectiveness at Work	Internal Assessment	Pass/Refer
509 (G18)	Promote Additional Services or Products to Customers	Internal Assessment	Pass/Refer

500 (G20)	Ensure Responsibility for Actions to Reduce Risks to Health and Safety	Internal Assessment	Pass/Refer
--------------	---	------------------------	------------

**Total Guided Learning (GL) - 329**

**Total Qualification Time (TQT) - 409**

**Total Credit Value for the Qualification - 41**

### 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

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 2 NVQ Diploma in Nail Services 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 documentation of your evidence that you have completed during your training to ensure it meets the ITEC standard

#### Internal Practical Assessment

- 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
- The internal practical form for each unit should be completed by the Lecturer and placed with the relevant documentation for the ITEC External Examiner
- Units 709, 710, 717, 718, 508, 510, 509 and 500 will be internally practically assessed
- 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 709, 710, 717 and 718 - online testing of all relevant units is also available

### 5. Resources

Your Centre must provide a suitable environment for teaching the ITEC Level 2 NVQ Diploma in Nail Services 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 2 NVQ Diploma in Nail Services you may progress on to other ITEC or equivalent qualifications at Level 2 and 3, for example:

- Level 2 NVQ Diploma in Beauty Therapy General
- Level 2 NVQ Diploma in Beauty Therapy Make-up
- Level 3 NVQ Diploma in Nail Services
- Level 3 NVQ Diploma in Beauty Therapy Massage
- Level 3 NVQ Diploma in Beauty Therapy Make-up
- Level 3 NVQ Diploma in Spa Therapy

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 2 NVQ Diploma in Nail Services also enables Graduates to apply for membership of The Complementary Therapist Association

## 8. Support from Industry

Please see letters of support from the industry; [White Rose School of Health and Beauty](#)

## 9. Book List

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