



## **BIIAB Scottish Certificate for Personal Licence Holders (Refresher) at SCQF Level 6**

### **Overview**

The Scottish Certificate for Personal Licence Holders (Refresher) is aimed at learners who already hold a licence and need to undergo refresher training and assessment in order to be able to renew their licence.

The standards for the Scottish Certificate for Personal Licence Holders at SCQF Level 6 have been developed by People 1st International in consultation with industry employers, their representatives and other stakeholders, and the Scottish Government in collaboration with a number of awarding bodies including BIIAB.

To be eligible for a personal licence under the Licensing (Scotland) Act 2005, an applicant must hold the Scottish Certificate for Personal Licence Holders. The qualification certificate in itself does not constitute a personal licence; once the certificate has been attained, the applicant must include this in their application for a licence to their local Licensing Board.

All training to meet the requirements of the Licensing (Scotland) Act 2005 must include three key areas:

1. Introduction to licensing
2. Responsible operation of licensed premises
3. The effect of alcohol consumption on customers and your business

Section 87 of the Licensing (Scotland) Act 2005 requires that Personal Licence Holders must complete additional mandatory training five years after their Personal Licence was issued. The Scottish Certificate for Personal Licence Holders (Refresher) qualification details the requirements of this mandatory training and its accompanying qualification. Achieving the qualification and presenting the certificate to a Licensing Board in Scotland within the prescribed period, is the only method by which the Personal Licence Holder can meet their statutory obligations and continue to be a Personal Licence Holder.

Due to constant regulatory, policy and funding changes users are advised to check this qualification has been placed in the relevant Apprenticeship Framework and / or is funded for use with individual learners before making registrations. If you are unsure about the qualification's status, please contact BIIAB head office.

## Who is this qualification for?

This qualification is suitable for learners aged 16 and over, however applicants for the licence must be aged 18 or over.

Skills and Education Group Awards expects approved centres to recruit with integrity on the basis of a learner's ability to contribute to and successfully complete all the requirements of a unit(s) or the full qualification.

## What does the qualification cover?

This qualification covers:

- > **Licensing for Personal Licence Holders (Refresher)** – The purpose of this unit is to provide the learner with a refresh on all aspects of Licensing for those that wish to hold a personal licence.

## Assessment

The training delivery and assessment requirements that are details in the qualification guide have been set out by People 1st International and apply to this qualification.

Summary of qualification requirements:

Qualification Title	Duration of exam	Total exam marks	Pass mark	Minimum course delivery time*
Scottish Certificate for Personal Licence Holders (Refresher) (SCPLHR)	1 hour	40	28	3 hours

\* The Minimum Course Delivery time must not include the time needed for the assessment.

## Assessment materials allowed

### Multiple Choice Questions Exam (Online)

Only the use of dictionaries is permitted. Learners must not refer to any books or

materials whilst taking this examination. Learners may use the online calculator if required.

### **Multiple Choice Questions Exam (Paper)**

Only the use of dictionaries is permitted. Learners must not refer to any books or materials whilst taking this examination. Learners may use a calculator if required.

### **What could this qualification lead to?**

The qualification is designed to equip learners with knowledge and skills to enter employment in the licensed trade sector. It also will allow for a number of progression routes to employment and into other areas of learning, for example into supervisory or management roles within the licensed trade sector.

Centres should be aware that Reasonable Adjustments, which may be permitted for assessment, may in some instances limit a learner's progression into the sector. Centres must, therefore, inform learners of any limits their learning difficulty may impose on future progression.

### **Further Information**

Further information on the qualification can be found on the Skills and Education Group Awards website.