

LEVEL 4 Certificate in Investigating Malpractice and Maladministration in Education

A 100% online professional qualification for quality assurance and compliance staff who investigate malpractice in education.

[SPEAK TO AN ADVISOR](#)[APPLY NOW →](#)**40**

CREDITS

400

TQT

190

GLH

6

UNITS

OVERVIEW

A professional qualification for people working in quality assurance, compliance and education management. You will learn to identify, investigate and prevent malpractice and maladministration, covering investigative principles, legal and ethical frameworks, interviewing, evidence gathering and report writing. Delivered 100% online with dedicated tutor support.

WHO IS IT FOR?

For awarding organisation staff, Internal Quality Assurers and Lead IQAs, centre coordinators, compliance managers, teachers and lecturers with quality assurance duties, and FE and HE administrators.

DURATION & DELIVERY

Study 100% online through BSA's Virtual Learning Environment with full tutor support. Take up to 9 months at your own pace, or fast-track in as little as 12 weeks.

ASSESSMENT & VERIFICATION

Every unit is internally assessed by BSA's qualified assessors and externally verified by Focus Awards.

- Portfolio of written assignments and investigation reports
- Records of observation, witness testimony and reflective accounts
- Anonymised case studies from your workplace

PRACTICAL REQUIREMENTS

- Access to an educational setting to apply investigation skills
- Real examples or simulated tasks can be used
- Anonymise all personal and organisational data

COURSE FACTS

Awarding body: **Focus Awards**

Qualification No.: [610/5714/9](#)

Level: **Level 4**

Regulator: **Ofqual**

Study mode: **100% online**

Minimum age: **19+**

UNIT STRUCTURE

1. Principles of Malpractice and Maladministration in Education
2. Investigative Techniques for Malpractice Cases
3. Conducting Interviews and Evidence Gathering
4. Desk-Based Investigations and Digital Evidence
5. Investigation Report Writing
6. Legal and Regulatory Frameworks for Malpractice Investigations

ENTRY REQUIREMENTS

- Aged 19+
- Level 4 Award in Internal Quality Assurance, or similar
- Work in, or have access to, an educational setting

PROGRESSION

On successful completion, learners can progress directly to:

→ [Focus Awards Level 4 Certificate in Leading the Internal Quality Assurance of Assessment Processes and Practices \(RQF\)](#)

→ [Focus Awards Level 4 Award in External Quality Assurance of Assessment Processes and Practice \(RQF\)](#)

→ [Focus Awards Level 5 Diploma in Teaching \(FE and Skills\) \(RQF\)](#)