

Qualification

Level 2 Functional Skills Qualification in English (603/5054/4)





Course Description

The **Level 2 Functional Skills Qualification in English** is designed to develop learners' practical English skills for work, everyday life, and further education. It enables learners to communicate confidently and effectively through reading, writing, speaking, listening, and communicating in a variety of real-life, workplace, and educational contexts.

This qualification develops advanced communication skills, helping learners interpret and evaluate information, produce clear and accurate written communication, and participate effectively in discussions and presentations. Achievement of this qualification supports progression to higher education, apprenticeships, employment, and careers where Level 2 English is a recognised entry requirement.

Course Structure

The **Level 2 Functional Skills Qualification in English** consists of **3 mandatory components**:

01

Speaking,
Listening and
Communicating

02

Reading

03

Writing



How We Support You – Our Support and Delivery Model

Our courses are designed to be accessible, supportive, and suitable for learners at all levels. All learning materials are written in clear, straightforward language to help learners build understanding and confidence.

Courses are delivered entirely through **self-paced distance learning** via our online platform, enabling learners to study flexibly alongside work, education, or personal commitments.

Learners have continuous access to tutor support throughout their course. Tutors can be contacted via the VLE or email, with responses typically provided within 24 to 48 hours.

Additional **on-demand support sessions** may be arranged where required. Regular **live webinars** are also offered, subject to tutor availability, providing opportunities for engagement, questions, and reinforcement of learning.

Assessment Process

Assessment is completed through:

Speaking, Listening and Communicating

Internally assessed through a presentation, question and answer session, and group discussion

Reading

Writing

Externally assessed through a task-based assessment

There are **no written coursework assignments**. Learners must successfully achieve all three mandatory components to be awarded the qualification.

Course Duration

The course offers **55 Guided Learning Hours (GLH)** and is delivered through flexible, self-paced learning. It can typically be completed within approximately **6-12 weeks**, depending on the learner's own pace. Course access expires after one year, and a re-enrolment charge is applicable.



Our Process

01.

Choose & Pay for Your Course Online

Select your desired course and payment method online. Opt for either full payment or convenient monthly instalments where available. Complete your payment after filling out the application form.

02.

Fill Out the Enrolment Form

After payment, you will be prompted to complete the enrolment form. This form gathers all necessary details required for your registration with the awarding organisation.

03.

Access the VLE – Moodle

Start your course on our user-friendly Virtual Learning Environment (VLE). Here, you will find all learning materials, resources, and guidance required to support your studies. Your dedicated tutor will guide you through the process and provide feedback throughout your learning journey.

04.

Submit Assignments & Receive Feedback

Engage in the learning process by submitting assignments through the VLE. Your assigned tutor will provide constructive feedback to help you refine your work and make progress in your studies.

05.

Successfully Complete Assignments

Work diligently to complete all required course components and assessment tasks. Your commitment and effort will contribute to successful course completion.

06.

Obtain Your Accredited Certificate

Upon successfully completing the course, your work will undergo internal quality assurance and external verification. Once approved, you will receive an Ofqual-regulated accredited certificate recognising your achievement.



Course Brochure Takeaways

A nationally
recognised
Level 2 Functional
Skills
qualification

Develops practical
English skills
for work, study, and
everyday life

Flexible learning
with
dedicated tutor
support

No exams or
work placement
required

Assessed
through
Speaking,
Listening, Reading,
and Writing
components

Accepted by
employers,
colleges,
universities, and
apprenticeship
providers

Level 2 Functional Skills Qualification in English

Apply Now