

1 Entry Requirements

1.1 Eligibility

- 1.1.1 Candidates applying to sit the examination must be over the legal minimum age for the retail purchase of alcoholic beverages in the country where the examination is being held, or be preparing for the examination as part of a recognised full-time programme of study, or have obtained parental consent.
- 1.1.2 There are no restrictions on entry to the Level 1 Award in Wines through overlaps with other qualifications or parts of qualifications.
- 1.1.3 Students who are under the legal minimum age for the retail purchase of alcoholic beverages in the country where the examination is being held will not be allowed to sample any alcoholic beverage as part of their course, but this is not a barrier to successfully completing the qualification. Similarly, students who choose not to taste alcohol for health, religious or other reasons will not find this a barrier to successfully completing the qualification.

1.2 Recommended Prior Learning

- 1.2.1 There are no requirements for candidates to have previous knowledge or previous experience of alcoholic beverages.
- 1.2.2 The indicative levels of literacy and numeracy required for the examination are as follows:
 - literacy:** Level 1 of the UK basic skills national standards, or equivalent level of literacy in the language used for the examination.
 - numeracy:** Level 1 of the UK basic skills national standards, or equivalent.

2 Format and Results

- 2.1 Candidates will be required to pass a single-unit examination:
A closed-book examination that consists of 30 multiple-choice questions worth one mark each. A total mark of 70% is required to achieve a pass.
- 2.2 All examination questions are based on the published learning outcomes and the recommended study materials contain the information required to answer these questions correctly.
- 2.3 Results for successful candidates will be issued to APPs within 2 weeks from receipt of the completed scripts.
- 2.4 WSET® Awards does not offer aegrotat awards, all assessment requirements of the qualification must be met.

3 Reasonable Adjustments

Examination candidates who have special examination requirements, which are supported by independent written assessment, are requested to notify the examinations officer at their APP of any such requirement at the time of enrolment. Further guidance for examination officers and candidates is available from WSET® Awards as required.

It is the policy of WSET® Awards that such candidates should not be placed at a disadvantage in the examinations.

Candidates are responsible for informing their APP of any such requirement before every assessment.

4 Resits

Candidates may apply to resit if they are unsuccessful. There is no limit on the number of attempts that may be made.

Candidates who have passed units are not permitted to retake them to improve their grade.

5 Examination Conditions and Conduct

5.1 It is a condition of entry that candidates agree to the following specific conditions:

- at the start of the examination all candidates must supply the invigilator with proof of identity in the form of photographic ID
- the examination is to be completed in a maximum of 45 minutes
- no reference is to be made to any material, in whatever form, other than the examination question paper and answer sheet
- no communication of any kind between candidates is permitted
- the use of electronic devices of any kind is prohibited
- the use of dictionaries of any kind is prohibited
- the use of audible “alarms” on any clock or watch is prohibited
- candidates who arrive after the published start time may be allowed to enter the room at the discretion of the invigilator and only if other candidates are not compromised
- candidates may not leave the room until the first 15 minutes of the examination time have elapsed
- candidates who complete the examination/assessment early may leave the examination room up until the last 10 minutes providing they do not disturb other candidates, no re-admission is permitted
- invigilators have no authority to comment upon, interpret, or express an opinion on any examination question

- any candidate who is suspected of misconduct will be advised to leave the examination hall immediately and their examination paper will be submitted to the Examination Panel to determine its validity and any future ban on sitting papers

- no examination question papers are to be removed from the examination hall, candidates who fail to submit the question paper with their answer sheet will be deemed guilty of misconduct.

5.2 Candidates also agree to abide by the invigilator's instructions. Failure to do so may render a candidate's results invalid.

5.3 Examination papers submitted for marking become the property of WSET® Awards and will not be returned to candidates.

6 Examination Feedback, Enquiries and Appeals

Candidates requiring feedback and/or an enquiry (re-mark) on their examination paper should contact their APP and request an Application Form for Feedback and Enquiries Against Examination Results. The form must be completed and submitted to WSET® Awards along with the appropriate fee within 6 weeks of the date of the examination. Any request received outside of this time frame will not be reviewed. Feedbacks and enquiries will be issued within 2 weeks of receipt by WSET® Awards.

Any candidate unsatisfied with the result of an enquiry of an examination paper should contact the APP and request an Appeal against Examination Results Application Form, which must be completed and returned to WSET® Awards, together with the appropriate fee, no more than 10 working days following notification of the enquiry decision. Appeals received outside of this time frame will not be reviewed. Appeals will be issued within 2 weeks of receipt by WSET® Awards.

7 Student Satisfaction

Should any student have concerns that their APP is not providing the service that they expect, or is behaving in a way that is inconsistent with the standards required in terms of administration, tuition or examinations they should first take this up with their APP. If this does not lead to a satisfactory resolution, students are asked to contact our Quality Assurance Manager, by email at awards@wset.co.uk. Please note that all complaints will be dealt with confidentially, but WSET® Awards cannot act on anonymous complaints.

8 WSET® Awards Regulations

WSET® Awards reserves the right to add to, or alter, any of these regulations as it thinks fit.

