

# **CMI Awarding Body**

CMI Delivery and Assessment Language &  
Welsh Language Policy Statement - V6

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## CMI Delivery and Assessment Language & Welsh Language Policy Statement

AB/POL/0009 - October 2025 - V6

### History

Date	Amendments Made
October 2025 / V6	<ul style="list-style-type: none"><li>• Full review of the policy and procedure</li><li>• Input into new policy template</li><li>• Removal of Gaelige</li><li>• Updated Welsh language policy statement</li></ul>
March 2024 - V5	<ul style="list-style-type: none"><li>• Amendments have been made to the regulatory requirements</li></ul>
July 2019 - V4	<ul style="list-style-type: none"><li>• Insertion of “History” and “Distribution” sections</li></ul>

### Intended Audience

- CMI Quality Managers
- CMI Markers and Moderators
- CMI Partner Relationship Managers
- CMI Partner Engagement Managers
- CMI Partner Support Team
- CMI Awarding Body Support Team
- CMI Centres

All of CMI's policies are published on the [CMI Policies Webpage](#)

### Purpose

This guidance applies to all CMI Centres and Learners registered on a CMI qualification. This document aims to support and give clarification to Centres and their Learners on the languages which may be used to deliver and assess CMI qualifications.

For the purpose of equal opportunities, English, Welsh or Irish languages must be treated equally. CMI qualifications can only be assessed in English (in England), Welsh (in Wales) or Irish (in Northern Ireland)

languages only. Where CMI has formally translated qualifications into another language apart from English, Welsh or Irish, then this will be reflected in the qualification syllabus and assessment material.

This document applies to all CMI qualifications on credit-based frameworks. These include the [Regulated Qualifications Framework \(RQF\)](#), the [Scottish Credit and Qualifications Framework \(SCQF\)](#) and the [Credit and Qualifications Framework for Wales \(CQFW\)](#).

CMI is required by its regulators to ensure that all Learners taking its qualifications are assessed in –

- English in England, and
- English and/or Irish in Northern Ireland.
- English and/or Welsh in Wales.

The Learner taking the qualification may be assessed in British Sign Language or Irish Sign Language, where it is permitted by the CMI Centre, for the purpose of reasonable adjustment. Centres with Learners who require assessment in British or Irish Sign Language, please refer to the CMI Reasonable Adjustments and Special Consideration Procedure, which can be found on the [CMI Policies Page](#).

The policy also includes CMI's Welsh Language Policy Statement.

## Scope

This policy applies to all CMI Centres and CMI-registered Learners.

## Regulatory Requirements

This policy meets the regulatory requirements set out by our regulators: Ofqual, CCEA regulation, Qualifications Wales, and SQA Accreditation.

[Ofqual - General Conditions of Recognition](#)

[Qualifications Wales - Standard Conditions of Recognition](#)

[CCEA Regulation - General Conditions of Recognition](#)

[SQA Accreditation - Regulatory Principles \(2021\)](#)

Regulator or Relevant Regulatory Body	Reference Details	Legislation/Regulatory Reference
Ofqual	General Conditions of Recognition	Condition No: G2 Language of the assessment Condition I3. The design and content of certificates
Qualifications Wales	Standard Conditions of Recognition	Condition: D9 Welsh-medium qualifications Condition No: G2 Language of the assessment Condition I3. The design and content of certificates

CCEA Regulation	General Conditions of Recognition	Condition No: G2 Language of the assessment Condition I3. The design and content of certificates
SQA Accreditation	Regulation Principles 2021	Principle 10. The awarding body must ensure that its qualifications portfolio is effectively managed, maintained and reviewed. Principle 14. The awarding body and its providers must ensure that its qualifications and their delivery and assessment are fair, inclusive and accessible to Learners.

## Definitions

**International Learners** - Learners registered with a UK-based CMI Centre or an International CMI Centre who are domiciled outside of England, Wales, Scotland or Northern Ireland.

**International Centre** - Registered or Approved Centre based outside of England, Wales, Scotland or Northern Ireland.

## Delivery and Assessment

Centres wishing to deliver assessment in Irish or Welsh must be located and registered in the respective country. This requirement ensures that the Centre has access to appropriately competent staff who are capable of delivering, assessing, and internally quality assuring qualifications in the relevant language, ensuring that the level of assessment remains the same as if the assessment were being conducted in English.

### CMI Centre Requirements

CMI Centres are required to -

- Ensure equality in access and progression towards achieving a CMI qualification for Learners who choose the Welsh or Irish-medium or dual language role or British or Irish Sign Language.
- Contact CMI upon Learner registration to advise that there is a need for moderation or marking to be conducted through the medium of Welsh or Irish.
- Where required, ensure Deliverers, Assessors and Internal Quality Assurers can carry out their role and conduct assessments through the medium of English, Welsh, or Irish.

### CMI Requirements

CMI is required to -

- Ensure CMI qualifications can be achieved through the medium of English, Welsh or Irish (or

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through a mixture of English/Welsh or English/Irish languages). If the qualification is assessed in a language other than English, this will be indicated on the certificate.

- Ensure CMI qualification delivery and assessment in Welsh or Irish, and any documentation produced in Welsh or Irish or dual language, must be of an equivalent standard to that provided in the English language.
- Ensure that where a CMI qualification is assessed in any other language, sufficient Moderation or Marking resources are provided.

## Delivery

Delivery of a CMI qualification can be undertaken in any language. However, the assessment must be completed in either English, Welsh or Irish.

## Assessment

Where the languages English, Welsh or Irish are used in achieving a CMI qualification, the following criteria must be met:

- Evidence should be in English, Welsh or Irish.
- Witness statement(s) can be in English, Welsh or Irish or a combination of English/Welsh and English/Irish.
- Assessor records should specify the language used during assessments.
- Records should indicate clearly which units have been achieved with which language.

CMI Centres must:

- Maintain accurate records of the qualification provision.
- Maintain records of the number of Learners registered for Welsh or Irish language medium and dual language assessment.
- Maintain records of the number of Welsh or Irish language medium and dual language qualifications (or units) achieved.
- Identify demand for new or additional opportunities for Welsh or Irish language medium or dual language assessment.

## International Learners and Centres

For all International Registered and Approved Centres, assessments for CMI qualifications **must be conducted in English, Welsh or Irish** regardless of whether the Learners are based in the UK or overseas.

However, in accordance with the following regulatory conditions:

- Ofqual/CCEA Regulation - General Conditions of Recognition. (Condition G2 – Language of the

assessment)

- Qualifications Wales - Standard Conditions of Recognition. (Condition D9 – Welsh-medium qualifications & Condition G2 – Language of the assessment)

A Learner may be assessed in a language other than English, Welsh or Irish where it is one of the primary objectives of the qualification -

- (a) For the Learner to gain knowledge of, skills in, and understanding of that language, or
- (b) To support a role in the workplace, providing that proficiency in English is not required for the role.

In line with these conditions, a Centre may submit a formal request to CMI for a Learner to be assessed in an alternative language. This request must be supported by a robust justification, clearly demonstrating how the proposed use of another language meets the regulatory conditions.

Where CMI approved such a request, a **CMI-verified translation** of the qualification syllabus and associated assessment materials may be used in the delivery, assessment and internal quality assurance by the CMI Centre.

**Please note:**

Assessments may **only** be completed in a language other than English, Welsh or Irish with prior approval from CMI. Such cases will be treated as exceptions and will require strong supporting evidence.

## Welsh policy statement

### Providing qualifications in Welsh

CMI recognises the importance of language diversity and the promotion of Welsh culture. CMI strives to provide equal opportunities to individuals who prefer to pursue their qualifications through the medium of Welsh. While we aim to accommodate the linguistic preferences of our learners, we acknowledge that it may not be feasible or practical to offer all qualifications in Welsh.

When determining whether a qualification or assessment can be offered in the Welsh language, CMI will undertake a thorough review of feasibility and appropriateness. The following factors will be taken into consideration (this list is not exhaustive, as additional factors may be relevant depending on context):

- **Availability of Comparable Qualifications:** The extent to which equivalent qualifications from other awarding bodies are currently available in Wales.
- **Demand for Welsh-Medium Assessment:** The level and sustainability of demand for learners wishing to undertake assessment in Welsh.
- **Assessment Validity and Linguistic Integrity:** CMI's capacity to ensure that the validity, reliability, and accuracy of the assessment process are maintained when delivered in a language other than English, including the availability of suitably qualified Welsh-speaking subject matter experts and

assessors.

- **Commercial and Resource Viability:** The financial and operational feasibility of offering the qualification in Welsh, including access to funding for translation, moderation, quality assurance, and related costs.
- **Regulatory and Accreditation Requirements:** Any applicable regulatory or accreditation obligations, including those set by qualifications regulators or funding authorities in Wales.

CMI will ensure that all decisions regarding the provision of qualifications and assessments in Welsh are made transparently, proportionately, and in alignment with both regulatory expectations and learner needs.

CMI recognises the importance of supporting learners in Wales by providing access to qualifications and assessments through the medium of Welsh, where this is practicable and appropriate. CMI remains committed to further strengthening this provision.

In relation to our Partners and Centres in Wales, CMI will continue to:

- Be committed to offering a range of qualifications and units through the medium of Welsh to support Welsh speakers and contribute to the preservation of the Welsh language.
- **Availability of Welsh-medium qualifications.** We will endeavour to provide Welsh-medium options for as many qualifications as possible, taking into account factors such as demand, resources and feasibility. For all qualifications or units we make available in Welsh, the respective assessments and materials will be in Welsh. We will regularly review our Welsh-medium qualification offer to identify opportunities for expanding the range of qualifications available in Welsh.
- **Targeted qualifications.** We will prioritise offering Welsh-medium qualifications in subjects where there is identified demand and feasibility. We will take into consideration the needs of learners and Partners as well as qualifications considered as priority areas in Wales.
- **Resource allocation.** We will allocate appropriate resources, including qualified staff, materials and infrastructure, to support the delivery of Welsh-medium qualifications, with the aim of providing a high-quality learning experience for learners pursuing qualifications in Welsh.
- **Engage with Centres and stakeholders.** Identify what additional resources, assessment materials, and supporting documentation could be made available in Welsh to enhance accessibility and learner experience.
- **Monitor current and emerging demand** for Welsh-medium assessment, using data and stakeholder feedback to inform decision-making and resource allocation.
- **Evaluate opportunities for improvement**, including expanding the range of qualifications available in Welsh and strengthening access arrangements.
- **Promote awareness** of the qualifications and assessments available in the Welsh language, ensuring that Centres and learners are informed of their options.
- **Ensure quality and consistency** across both English and Welsh-medium provision, maintaining the validity, reliability, and regulatory compliance of all assessments.

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- **Review and improvement.** We will review our policy on the availability of Welsh-medium qualifications regularly. This review will also be informed by our interactions with centres to ensure its effectiveness and relevance. Feedback from learners, staff and stakeholders will be valuable in shaping our approach and identifying areas for development.

CMI remains committed to equitable access for all learners and will continue to work collaboratively with stakeholders in Wales to identify opportunities to enhance Welsh-medium provision in line with learner demand and regulatory expectations.

## **Monitoring and Review**

This policy will be reviewed in line with CMI's Document Control Policy.