

**in the know.**

## **Qualification Key Information**

NCFE Level 2 Certificate in Understanding Data Protection and Data Security  
603/3639/0

## Qualification overview

<b>Qualification number (QN)</b>	<b>603/3639/0</b>
Qualification Title	NCFE Level 2 Certificate in Understanding Data Protection and Data Security
Total Qualification Time (TQT)	130
Guided Learning Hours (GLH)	110
Performance Points / UCAS	N/A
Entry Guidance	<p>This qualification is designed for learners who wish to improve their knowledge of data protection and data security.</p> <p>There are no specific recommended prior learning requirements for this qualification. However, learners may find it helpful if they've already achieved a Level 1 qualification in the business, administration and law sector.</p> <p>This qualification is suitable for learners aged pre-16 and above.</p> <p>Centres are responsible for ensuring that this qualification is appropriate for the age and ability of learners. They need to make sure that learners can fulfil the requirements of the learning outcomes and comply with the relevant literacy, numeracy and health and safety aspects of this qualification.</p> <p>Learners registered on this qualification shouldn't undertake another qualification at the same level with the same or a similar title, as duplication of learning may affect funding eligibility.</p>
Funding	This qualification is eligible for AEB Local Flexibility funding.

### Qualification purpose

The purpose of this qualification is to allow learners to demonstrate understanding of data protection and data security. It will help learners progress to a work role where data protection and data security knowledge is required.

### Qualification structure and how to achieve

To be awarded this qualification, learners are required to successfully complete all four mandatory units.

### Mandatory units

Unit No	Unit title
Unit 01	Understand current data protection legislation
Unit 02	Understand organisational procedures concerning data
Unit 03	Understand threats to ICT systems and data
Unit 04	Understand the consequences of not protecting data

### How the qualification is assessed

This is a knowledge based qualification which is assessed via a portfolio of evidence.

### Benefits and progression opportunities

The objectives of this qualification are to enable learners to:

- understand current data legislation
- understand steps organisations might take to help protect data
- understand how to protect their own data
- understand how to protect ICT systems from common threats
- understand the consequences of not protecting data and systems.

Learners who achieve this qualification could progress to:

- Level 2 Certificate in Principles of Business Admin
- Level 2 Certificate in Principles of Team Leading
- Level 2 Certificate in Principles of Customer Service
- Level 2 Certificate in ICT Systems and Principles
- Level 2 Certificate in IT User Skills (ITQ)
- Level 2 Certificate in Digital Skills for Work
- Level 3 Certificate in Principles of Business Admin
- Level 3 Certificate in Principles of Customer Service

It may also be useful to learners studying qualifications in the following sectors/areas:

- Business, Administration and Law
- Information and Communication Technology

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## Why NCFE?

<b>Our qualifications</b>	We work with centres and employers to ensure our qualifications meet the needs of the industry and are fit for purpose.
<b>Our customer commitment</b>	Our customer service has officially been recognised as one of the best in the sector as we are the only Awarding Organisation to have been included in the Top 50 Companies for Customer Service for 3 consecutive years.
<b>Supported by employers</b>	Our qualifications are supported by employers. You can find out more about how we work with employers on our <a href="#">website</a> .

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## Contact us

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