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Information for

Applicants

Registered Science Technician,

Registered Scientist and

Chartered Science Teacher status

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# Introduction

The guidance notes set out in this document **Information for Applications** (**CRST4**) will help you complete the **CSciTeach, RSciTech and RSci Application Forms** (**CRST3A-C**).

The format for this guidance note is that set out as a number of questions that applicants might ask in relation to professional registration. The guide starts out addressing questions relating to Chartered Science Teacher status, but goes on to cover guidance relating to Registered Scientist and Registered Science Technician.

If you have other questions not considered in this information sheet please forward your enquiry to us to include in the next revision of this sheet.

There are a number of forms concerned with professional registration, each with the designation CRST. All of these forms are also available from the ASE website at[: www.ase.org.uk.](http://www.ase.org.uk/)

The documentation associated with the three registers is described below:

|  |  |
| --- | --- |
| CRST1 | RSci, RSciTech and CSciTeach Procedures |
| CRST2 | RSci, RSciTech and CSciTeach General Requirements |
| CRST3A | CSciTeach Application Form |
| CRST3B | RSciTech Application Form |
| CRST3C | RSci Application Form |
| CRST4 | RSci, RSciTech and CSciTeach Information for applicants (This document) |
| CRST5 | RSci, RSciTech and CSciTeach Supporter information |
| CRST6 | RSci, RSciTech and CSciTeach Notes for Assessors |
| CRST7 | RSci, RSciTech and CSciTeach Appeals Procedure: registration |
| CRST8 | RSci, RSciTech and CSciTeach Code of Conduct and Practice |
| CRST9 | RSci, RSciTech and CSciTeach Disciplinary Procedures |
| CRST10 | RSci, RSciTech and CSciTeach Appeals Procedure: disciplinary |
| CRST11 | RSci, RSciTech and CSciTeach CPD Scheme |
| CRST12 | RSci, RSciTech and CSciTeach Registration Board |

## Why the Association for Science Education (ASE)?

The Association for Science Education (ASE) is the largest subject association in the UK whose membership includes teachers, technicians and others involved in science education. The Association plays a significant role in promoting excellence in teaching and learning science in schools, colleges and other institutions.

Working closely with the science professional bodies, industry and business, ASE provides a UK-wide network bringing together individuals and organisations to share good ideas, tackle challenges in science teaching, develop resources and foster high quality continuing professional development. Further details of the ASE and its regional, national and international activities can be found on its website ([www.ase.org.uk)](http://www.ase.org.uk/).

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Under the terms of its Royal Charter, granted in October 2004, in October 2005 became a licensed body of the Science Council.

The granting of a Royal Charter and the professional designation of CSciTeach was a first for a subject association and reflects the status of ASE, not only in science education but across a wide range of professions. As Sir Gareth Roberts (Education in Science, February 2005) noted:

*“CSciTeach will also provide individual science teachers, working in a wide range of settings, with a professional status recognising and rewarding their high-quality expertise which is in turn underpinned by a commitment to CPD. Ultimately the main beneficiaries, however, will be our pupils and students”.*

## What is the Science Council?

The Science Council is a leading independent body with a membership of over 40 professional institutions and learned societies, supported by their member networks of more than 300,000 scientists across the breadth of science and mathematics. The main purpose of the Science Council is to promote the advancement and dissemination of knowledge of and education in science, pure and applied.

The objectives of The Science Council are:

* To encourage the contribution of scientists and technologists to society, a sustainable environment and the economy, and to promote their status and maintain their professional standards.
* To seek improvement of education and training in science and technology at all levels, by contributing to the promotion and recognition of qualifications, accreditation, occupational standards and continuing professional development, and by contributing to the development of curricula.
* To press for the allocation of appropriate resources for academic, government and industrial research.
* To increase public awareness of the role and contribution of science and technology and to participate in the debates on relevant issues.
* To ensure that the professional interests of scientists and technologists are taken into account in any relevant legislation.

The Science Council received its Royal Charter on 14 October 2003, Licensed Bodies on behalf of the Science Council can now award the prestigious designation of Chartered Scientist (CSci) to individual scientists who meet the high standards for the qualification. Further details can be found at [www.sciencecouncil.org](http://www.sciencecouncil.org/)

There is increasing demand across all sectors of the economy for science skills in associate professional and technical roles and the new registers will provide professional recognition for a section of the science workforce that is currently lacking in that.

## So who awards CSciTeach, RSci or RSciTech?

In 2005 ASE was granted a Royal Charter. In October 2005, ASE became a licensed body of the Science Council. Being a licensed body means we are able to award professional registration to appropriately qualified members of the profession. The Science Council maintains the registers for CSciTeach, RSci and RSciTech.

# Guidance for all professional registers

## How long will my application take to be processed?

The Registrar will acknowledge receipt of your completed application form and will give a time by which a decision should be known. The Registration Board will normally consider applications 4 times a year and you would be notified of their decision within ten working days of their meeting.

Typically you will receive a decision within 3 months, but this may take longer if a professional interview is required or there is a delay in verification of the evidence supporting your application.

## What is a Professional Review?

This is part 2 of the application form. This is where we ask you to demonstrate how you meet the requirements for professional registration. Check out **General Requirements** (**CRST2**) for the more information. You may have come from a Science Council webinar where they use similar language. The Science Council calls the application form a competency report, because it comments on the individual competences that are required for professional registration. The requirements for each register are identical regardless of which professional body you apply through.

## How is my application assessed?

The ASE has a panel of assessors who contribute to the Boards decision making on whether to award professional registration status or not. Two individual assessors will review each application and provide written feedback to the board. Currently ALL applications go through the Registration Board to arrive at a consensus in line with Science Council procedures.

If a candidate for professional registration has additional needs, for example dyslexia, it is possible to request an interview to support the registration process. Please contact the registrar by email for further details of how this would work for your application.

## How much will it cost?

The current fee will be published on the ASE website and may change from time to time.

## What if I’m not successful?

Where an area may require more work, the application is deferred allowing the applicant to provide additional evidence. If this happens, you will receive feedback explaining why your application has been deferred and details of the next steps.

Applicants have the right to seek leave to appeal, if their application is unsuccessful. Document **CSciTeach Appeals Procedure: registration** (**CRST7**) provides further details.

# What is a Chartered Science Teacher?

Chartered Science Teachers are professionals, teachers and educators who are practicing and/or advancing science teaching and learning at the full professional level and are individuals for whom knowledge of science education and science are essential elements at that level in their role.

Chartered Science Teachers have demonstrated a systematic understanding of knowledge, and critical awareness of current problems or new insights, much of which is informed by the forefront of educational practice and pedagogy and scientific endeavour.

Chartered Science Teachers are characterised by their ability to:

* deal with complex issues, both systematically and creatively, make sound judgements in the absence of complete evidence or data and communicate their conclusions clearly to specialist and non-specialist audiences;
* exercise self-direction and originality in solving problems, and exercise substantial personal autonomy in planning and implementing tasks at a professional level;
* continue to advance their knowledge, understanding and competence to a high level.

All candidates will have at least four years’ experience after achieving QTS, of which two should involve an appropriate level of responsibility and have engaged in appropriate professional development commensurate with the of attainment required to meet the qualifying standard.

## What are the requirements for CSciTeach?

For the purposes of CSciTeach qualifying candidates should:

* be a member of The Association for Science Education;
* meet the qualifying educational standard of an M-level qualification or equivalent in pedagogy / education together with an honours level qualification in which there is a minimum of 50% of course content in science;
* have a minimum of four years’ experience of teaching science following QTS of which two should involve an appropriate level of responsibility;
* have engaged in, and reflected on, appropriate professional development during the qualifying period;
* work with colleagues and others in developing science education beyond their own classroom;
* have demonstrated their commitment to continually maintaining and updating their professional expertise and competence;
* work within the professional code of conduct.

## What are the benefits of CSciTeach designation?

The Chartered Science Teachers designation has many benefits for individuals, schools, colleges, universities employers and the public as a whole.

* CSciTeach ensures high and improving standards; it reflects best practice in science education and is set at a benchmark level throughout the science education professions.
* CSciTeach encompasses all those in science education, including primary practitioners, and those involved in training teachers.
* The designation provides employers with additional assurance of the quality of their science teaching workforce.

## When might I expect to apply for CSciTeach?

To apply for CSciTeach, the basic requirements are that you will need to be a member of the Association for Science Education and that the educational standard will be at Masters level in education and pedagogy with the appropriate level of scientific attainment and understanding. You will need a minimum of four years teaching experience after the award of QTS and to be working at the appropriate level. The requirements are described in **CSciTeach General Requirements** (**CST2**).

## Is CSciTeach the equivalent of Performance Threshold/Senior Teacher Status?

The Standards for Classroom Teachers including the criteria for progression onto the upper pay spine (UPS teachers) are generic and not specific to science. The standards for performance threshold/senior teacher are seen to be broadly equivalent to CSciTeach. The evidence collected for one will help in preparation for the other.

## What about Chartered London Teacher (CLT) or Chartered Teacher in Scotland (CTS)?

Neither of these designations prevents an individual from becoming a Chartered Science Teacher. Indeed there are elements that can be counted towards gaining CSciTeach. While these both have some significance neither was introduced under powers derived from a Royal Charter. Discussions are going on to provide further clarity about the relationship between the different designations, but it is clear that both CLT and CTS are geographically limited. There is no geographical restriction to the award of CSciTeach, which is available to all science teachers who meet the requirements, regardless of where they teach.

## What is the process?

The procedure followed by the ASE is that the **CSciTeach Application Form** (**CRST3)** will need to be completed. You will also need the signature of your principal supporter and nominate an additional supporter. You will also need to provide evidence that you have met the required standards, which are given in **CSciTeach General Requirements** (**CRST2**).

## How long will my application take to write?

We find it takes people approximately three hours or more to complete an application for chartered status if it is done in one sitting. Some applicants following a non-standard route may need more time to prepare a more detailed submission.

## What information will be needed?

The application form collects information about you against 8 areas labelled as G1-G8. Some are fairly straightforward, others such as the Professional Review require a careful consideration of the evidence required to meet the appropriate standard.

1. Please quote your ASE membership number.
2. Please give details of your qualifications.
3. Please give the date you were awarded QTS and brief details of your current role in your institution or school.
4. Please list membership of professional bodies, key courses and other professional activities.
5. Please provide examples of working with colleagues and others in developing science beyond.
6. Please provide examples of how you have maintained your and updated your professional expertise and competence.
7. Sign and date the form. You must work within the professional code of conduct for Chartered Science Teachers
8. Professional Review.

The Registration Board is looking for evidence that those applying have engaged with reflection/scholarship/research that translates into an impact on teaching and learning.

You will also need to:

1. be a member of The Association for Science Education.
2. provide evidence of professional expertise and competence in education and pedagogy and science knowledge and understanding at the appropriate level
3. have a least 4 years teaching experience after the award of QTS (or equivalent) status.
4. have your nomination supported by a principal supporter and nominate two additional supporters, who will have the CSci or CSciTeach designation and have personal knowledge of you, the candidate, for a period of not less than three years. For a teacher, one supporter could be the headteacher in which case the requirement to be chartered is waived.
5. have completed an application form including a professional review.
6. have signed a declaration that you will abide by the code of conduct and be bound by the disciplinary procedures.
7. have paid the requisite fee.
8. have satisfied the assessors and the Registration Board that the requirements of CSciTeach have been met.

## What is a Professional Review?

This is part 2 of the application form. We ask you to look at the **CSciTeach General Requirements** (**CRST2**) for the award of CSciTeach and write under each of the three section how you have met those criteria. In general, please write no more than 500 words in each section how you have met the criteria. Impact of you meeting these criteria upon your teaching (or upon other teachers) is also expected as part of the professional review

The award of CSciTeach is an award that requires demonstration of qualities which implies significant progress from the time of the award of QTS and might include:

* CPD aimed at developing a specialism and/or broad knowledge in a science or education related area.
* Gaining greater skills in dealing with colleagues/students.
* Demonstrating leadership qualities and possibly taking on the role and responsibilities of a team leader.
* Responding to the needs of colleagues and students.
* Encouraging flexibility from others.
* Being proactive in encouraging others to seek out, record and share new knowledge.
* Managing and applying safe systems of work and carry out risk assessments.
* Offering professional advice in complex situations, maintaining professional integrity.
* Working to use delegation without abdicating responsibility.
* Promoting team spirit and keeping others focused on tasks ahead.
* Contributing to the design of primary, GCSE or A-level courses.
* Collaborating with industry and the wider science community.
* Making presentations to peers at conferences, training days or other events.
* Publishing in peer-reviewed and professional journals.

## What further advice can you provide about a Professional Review?

The requirements for each register provide examples of the activities you may wish you include in your professional review. These can be found **in CRST2 RSci, RSciTech and CSciTeach General Requirements**

## Who should I nominate as my supporter?

Applications for CSciTeach need a primary supporter and an additional supporters who may be approached by the ASE. Supporters must have personal knowledge of your professional practice. In the case of teachers, one supporter should be the Head teacher or equivalent who need not be a CSci or CSciTeach. The other sponsor should normally be a CSci or CSciTeach. Where necessary candidates will be helped in identifying such a supporter and in exceptional cases a supporter will be approved by the Registration Board Remember that you must not be related to any of your supporters.

## What is the code of conduct and practice?

As a CSciTeach you will be required to sign a form in which you agree to be bound by both the code of conduct and practice and by the disciplinary procedures that go with it. These are set out in documents **CSciTeach Code of Conduct and Practice** (**CRST8**) and **CSciTeach Disciplinary Procedures** (**CRST9**).

## How do I present my evidence?

In overall terms it might be anticipated that candidates would maintain a portfolio of evidence which might contain:

* ***A CPD diary*** that details the development opportunities undertaken and a reflection on and how the development outcomes have impacted on their practice;
* ***Examples of scholarship***through completion of specific qualifications at an appropriate level, undertaking and reporting of research projects or the production of publications and resources;
* ***Leadership and development of others*** through activities such as mentoring, presenting CPD, curriculum development activity, or contributions to wider professional activities;
* ***Examples of analysis of particular aspects of practice*** which may include self-evaluations or peer observation and discussion.

There is an opportunity to list such evidence on the application form.

## How do I demonstrate professional expertise and competence at the appropriate level?

In establishing the benchmark for the award of CSciTeach there are two interrelated elements in which professional expertise and competence must be demonstrated: one being in education and pedagogy and the second in science knowledge and understanding. The balance of these two elements will be different for each applicant and will take into account the context in which the individual is working. The document **CSciTeach General Requirements** (**CRST2**) sets out the requirements and provides examples of how your professional expertise might be demonstrated.

## How many years work experience do I need?

This is set at 4 years minimum after the award of Qualified Teacher Status. Two years immediately prior to the application should be working at a responsible level as set out in **CSciTeach General Requirements** (**CRST2**).

## Gaining Experience

For the CSciTeach designation, you will need to have experience at an appropriate level. For example at primary level this might mean taking on a role of science co-coordinator, while at secondary level this might mean responsibility for part of the curriculum or perhaps be an Advanced Skills Teacher. There are many routes to gaining the required level of experience commensurate with CSciTeach.

## How do I prove I have these skills?

As part of the application process, we ask every applicant to send us a Professional Review (see below). This report summarizes and links your experiences to the competences for CSciTeach. It also highlights how you have gained experience at a responsible level and provides us with an accurate snapshot of your career at the time of application. We do need to check the information, but rather than ask you for lots of countersignatures we just ask you to ask your primary supporter to verify the information you have given us. Don’t forget that two years of your experience must be at a responsible level.

# Registered Science Technician Status RSciTech

Much of what has been said for CSciTeach equally applies to RSciTech. The same format of G1-8 is used. **Qualification G2** The exemplifying educational requirement for RSciTech is a relevant qualification at QCF level 3 (NVQ level 3, Vocational qualifications Level 3, GCE AS and A level and Advanced Diplomas). For many technicians this may be the level 3 Laboratory and Associated Technical Activities (LATA) NVQ.

## Professional Review G8

The professional skills and attributes that applicants are expected to demonstrate – through a combination of knowledge and experience – are set out in five key areas.

Applicants will need to demonstrate how they meet each of the following competencies:

* A: Application of knowledge and understanding;
* B: Personal responsibility;
* C: Interpersonal skills;
* D: Professional practice;
* E: Professional standards.

As part of the application process, we ask every applicant to complete a Professional Review. This report summarizes and links your experiences to the competences for RSciTech. The Professional Review also highlights how you have gained experience which includes some level of responsibility and provides us with an accurate snapshot of your career at the time of application.

If you do not have a QCF Level 3 the Professional Review will be your opportunity to show that you have equivalence.

## What is the process?

The procedure followed by the ASE is that the **CSciTeach Application Form** (**CRST3)** will need to be completed. You will also need the signature of your principal supporter and nominate an additional supporter. You will also need to provide evidence that you have met the required standards, which are given in **CSciTeach General Requirements** (**CRST2**).

In general, please write no more than 300 words for each section on how you have met the criteria**.** Bullet points are acceptable but please be explicit, so the Registration Board do not have to surmise your professional expertise and competence.

## How long will my application take to be processed?

The Registrar will acknowledge receipt of your completed application form and will give a time by which a decision should be known. The Registration Board will normally consider applications 4 times a year and you would be notified of their decision within ten working days of their meeting.

# Registered Scientist RSci

**The exemplifying educational requirement for RSci is a relevant qualification at QCF level 5 (NVQ level 4, Higher National Diplomas (HND), Higher National Certificates (HNC) and Vocational qualifications level 5).** Most teachers with QTS status will have exceeded the level 5 requirement.

## Professional Review G8

The professional skills and attributes that applicants are expected to demonstrate – through a combination of knowledge and experience – are set out in five key areas.

Applicants will need to demonstrate how they meet each of the following competencies

* A: Application of knowledge and understanding;
* B: Personal responsibility;
* C: Interpersonal skills;
* D: Professional practice;
* E: Professional standards.

As part of the application process, we ask every applicant to complete a Professional Review. This report summarizes and links your experiences to the competences for RSci. The Professional Review also highlights how you have gained experience which includes some level of responsibility and provides us with an accurate snapshot of your career at the time of application.

If you do not have a QCF Level 5 the Professional Review will be your opportunity to show that you have equivalence.

## What is the process?

The procedure followed by the ASE is that the **CSciTeach Application Form** (**CRST3)** will need to be completed. You will also need the signature of your principal supporter and nominate an additional supporter. You will also need to provide evidence that you have met the required standards, which are given in **CSciTeach General Requirements** (**CRST2**).

In general, please write no more than 300 words for each section on how you have met the criteria**.** Bullet points are acceptable but please be explicit, so the Registration Board do not have to surmise your professional expertise and competence.

## How long will my application take to be processed?

The Registrar will acknowledge receipt of your completed application form and will give a time by which a decision should be known. The Registration Board will normally consider applications 4 times a year and you would be notified of their decision within ten working days of their meeting.

# Equivalences

## For CSciTeach

**(G2) Please give details of your qualifications.**

To be considered for the award, you need to meet the qualifying educational standard of an M-level qualification or equivalent in pedagogy / education together with an honours level qualification in which there is a minimum of 50% of course content in science.

**Equivalence: (R1)** If you do not meet the above criteria, you will normally need ten years relevant and demonstrable experience.

**Equivalence: (R2)** Those with a degree either without honours, or with less than 50% course content in science, are required to typically have at least six years relevant and demonstrable experience.

**(G3) Please give the date you were awarded QTS and brief details of your current role in your institution or school**

To be awarded CSciTeach you need to have a minimum of four years experience of teaching science following QTS (or equivalent) of which two should involve an appropriate level of responsibility. Please give the date you achieved QTS where appropriate and provide an outline of your recent teaching experience, school (s) and your position of responsibility. Please include your GTC/DCSF Number.

**Equivalence: (R3 and R4)** For teachers in the independent sector or those working in other settings, who do not have QTS, you will normally need six years relevant and demonstrable experience.

### Principal Supporter

The applicant for the award of CSciTeach must be supported by a principal supporter. Please give the name and contact details of your principal supporter, including email address. Further guidance for supporters can be found at **CRST5 Supporter Information**.

**Equivalence: (R5)** The requirement for chartered status is waived when the principal supporter is the applicant’s headteacher.

**Please provide details of an additional supporter for your application for CSciTeach**

*Please provide 2 names and contact details (schools/college/institution and email address) of those who will act as additional supporters.*

**Equivalence: (R5)** If additional supporters are not chartered, then a Science Advisor or someone of equivalent standing, can act as an additional supporter.

## For RSci

**(G2) Please give details of your qualifications.**

The exemplifying educational requirement for **RSci** is a relevant qualification at QCF level 5 (NVQ level 4, Higher National Diplomas (HND), Higher National Certificates (HNC) and Vocational qualifications level 5).

**Equivalence: (R2)** Those without a qualification at QCF level 5, or with less than 50% course content in science, are required to typically have at least two years relevant and demonstrable experience.

**Equivalence: (R1)** If you do not meet the above criteria, you will normally need four years relevant and demonstrable experience.

**(G3) Please give brief details of your current role in your institution or school**

To be awarded **RSci** you also need to have QTS (or equivalent).

**Equivalence: (R3 and R4)** For teachers in the independent sector or those working in other settings, who do not have QTS, you will normally need two years relevant and demonstrable experience.

### Principal Supporter

The applicant for the award of CSciTeach must be supported by a principal supporter. Please give the name and contact details of your principal supporter, including email address. Further guidance for supporters can be found at **CRST5 Supporter Information**.

**Equivalence: (R5)** The requirement for the supporter to have chartered or registered status is waived when the principal supporter is the applicant’s headteacher.

**Please provide details of up to two additional supporters for your application for RSciTech (optional)**

Please provide 2 names and contact details (schools/college/institution and email address) of those who will act as additional supporters.

**Equivalence: (R6)** If additional supporters are not chartered or registered, then a Science Advisor or someone of equivalent standing, can act as an additional supporter.

For RSci the entry into the profession through degree, PGCE and other routes to Qualified Teacher Status (QTS) requires a certain level of qualification. So in terms of G2 the basic level 5 requirement will have been met. ASE takes evidence that an individual has QTS that they have met the standard required of the teaching profession. Where QTS has not been awarded we follow the following equivalence statement:

**Equivalence: (R3 and R4)** For teachers in the independent sector or those working in other settings, who do not have QTS, you will normally need two years relevant and demonstrable experience.

## For RSciTech

**(G2) Please give details of your qualifications.**

The exemplifying educational requirement for RSciTech is a relevant qualification at QCF level 3 (NVQ level 3, Vocational qualifications Level 3, GCE AS and A level and Advanced Diplomas).

**Equivalence: (R2)** Those with a qualification at QCF level 3, or with less than 50% course content in science, are required to typically have at least two years relevant and demonstrable experience.

**Equivalence: (R1)** If you do not meet the above criteria, you will normally need four years relevant and demonstrable experience. Please give details here.

### Principal Supporter

The applicant for the award of RSciTech must be supported by a principal supporter.

**Equivalence: (R5)** The requirement for the supporter to have registered or chartered status is waived when the principal supporter is the applicant’s headteacher.

# Continuing Professional Development CPD Record

The requirement to keep a CPD record is the same across all three registers.

A sample of 2.5% will be chosen each year for a formal review of their CPD record.

Licensed Bodies are required to monitor the CPD of their registrants annually.

Registered Scientists. Registered Science Technicians and Chartered Scientists must comply with the Science Council CPD Standards for Registrants which can be found here <https://sciencecouncil.org/registrants/cpd/>

## Registrants must:

1. Maintain a continuous, up-to-date and accurate record of their CPD activities;
2. Demonstrate that their CPD activities are a mixture of learning activities relevant to current or future practice (see learning activities below);
3. Seek to ensure that their CPD has benefited the quality of their practice;
4. Seek to ensure that their CPD has benefited the users of their work;

## Learning activities

Registrants’ CPD should be a mixture of learning activities relevant to current or future practice and should include activities in at least three (exceptionally two) of the following categories:

1. Work based learning (e.g. supervising staff / students, reflective practice)
2. Professional activity (e.g. involvement in a professional body, mentoring)
3. Formal / Educational (e.g. writing articles / papers, further education)
4. Self-directed learning (e.g. reading journals, reviewing books / articles)
5. Other (e.g. voluntary work, public service)

## Further advice and contact details

**Se**[**e www.ase.org.uk**](http://www.ase.org.uk/)

If you have any questions relating to your application, please contact the Registrar at ASE by email [registers@ase.org.uk](mailto:registers@ase.org.uk)

Registrar, The Association for Science Education, College Lane, Hatfield. Herts AL10 9AA