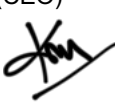


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Version	Date	Prepared by	Approved by	Changes
1.2	21/11/2025	Anna (CM) 	Kelly (CEO) 	Aligned wwith Certification Scheme Manual
1.3	9/12/2025	Anna (CM) 	Kelly (CEO) 	Incorporated: Time allocation for each assessment method and level (per assessor comment 7/12/2025)
1.4	11/12/2025	Anna (CM) 	Kelly (CEO) 	Full standardization across all scopes. Level-based assessment model revised: L1–L4 structure updated; theory/practical/portfolio/interview standardized; alignment statements expanded per assessor requirement.
1.5	17/12/2025	Anna (CM) 	Kelly (CEO) 	Clause 4 has been clarified to state that assessment methods and weightage are level-dependent. Not all assessment components apply to all levels. For each level, the total applicable assessment components always sum to 100%, aligned with competence complexity as required under ISO/IEC 17024 Clause 8.3(b).
1.6	29/1/2026	Anna (CM) 	Kelly (CEO) 	• Added bakery & pastry, culinary, social media content scope.
1.7	2/5/2026	Anna (CM) 	Kelly (CEO) 	• Added sub-scope to align with CSM and Annex A
1.8	25/5/2026	Anna (CM) 	Kelly (CEO) 	• Added sub-scope to align with CSM and Annex A

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1. Purpose

This Annex outlines the assessment components, weightage, methods, pass criteria, and special notes for each scope of certification under ICM International Management Sdn Bhd's certification scheme. The assessment plan aligns with ISO/IEC 17024 requirements and the Level 1–4 definitions outlined in Annex A.

The structure ensures alignment between:

- Annex A – Competency Matrix
- Annex C – Syllabus Requirements
- Certification Scheme Manual Sections 7 & 10

This document demonstrates full compliance with ISO/IEC 17024:2012 Clause 8.0 and 8.3.

2. Standardized Assessment Structure (All Scopes)

ICM applies a progressive assessment structure consistent with the complexity of each competency level. Assessment components differ across Levels 1 to 4 to ensure validity, fairness, and alignment with Annex A (Competency Matrix) and Annex C (Syllabus Requirements).

LEVEL 1 – Basic Competence

Assessment components:

- ✓ Theory Knowledge Test (MCQ)
- ✓ Practical Skill Evaluation
- ✗ No Portfolio
- ✗ No Interview

Description:

At Level 1, candidates are assessed on foundational knowledge and basic practical skills. No portfolio or interview component is required at Level 1.

Purpose: Validate fundamental knowledge and ability to perform essential tasks safely.

LEVEL 2 – Intermediate Competence

Assessment components:

- ✓ Theory Knowledge Test (Short Answer Questions)
- ✓ Practical Skill Evaluation
- ✗ No Portfolio
- ✗ No Interview

Description:

Level 2 focuses on intermediate skills, technique accuracy, and safe application. Theory and practical assessment are required. Portfolio and interview are not used at Level 2.

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Purpose: Confirm deeper understanding and consistent performance of intermediate procedures.

LEVEL 3 – Advanced Competence

Assessment components:

- ✓ Portfolio / Case Submission
- ✓ Practical Skill Evaluation
- ✗ No Interview

Description:

Candidates demonstrate advanced application through documented case work.

Practical demonstration may be applied depending on scope requirements. No interview is used for Level 3.

Purpose: Demonstrate real-world application, autonomy, problem-solving, and consistent competence.

LEVEL 4 – Expert Competence

Assessment components:

- ✓ Oral Interview / Viva Voce
- ✓ Portfolio / Case Submission
- ✓ Practical Evaluation (only if required for the scope)

Description:

Level 4 focuses on higher-order competence, judgement, decision-making, and leadership. The primary methods are oral interview and portfolio. Practical evaluation is included only if needed to verify expert-level technical competence.

Purpose: Validate advanced reasoning, risk management, professional judgement, and leadership capability.

3. Summary Table of Assessment Components

Level	Theory	Practical	Portfolio	Interview
L1	✓ Required	✓ Required	✗ No	✗ No
L2	✓ Required	✓ Required	✗ No	✗ No
L3	✗ No	✓ Required	✓ Required	✗ No
L4	✗ No	✓ Required	✓ Required	✓ Required

For direct entry(L3/L4) candidates, additional theory and practical assessments may be required to verify lower-level competence.

4. General Assessment Structure

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All assessments are designed to verify competence, not just knowledge. Each scope uses four levels (Level 1 Basic → Level 4 Expert) and a combination of theory, practical and professional judgement components. Lower levels focus on knowledge and task execution, while higher levels assess professional judgement, documented competence, and decision-making capability.

The assessment components and weightage defined in this section represent the full suite of assessment methods available under the scheme.

Not all assessment components are mandatory for every level.

Assessment methods and applicable weightage are level-dependent, and the total assessment weightage for each certification level shall always equal 100%.

Component	Description
Theory Knowledge Test	- Multiple-choice and/or short-answer questions on technical and safety principles. - All questions must cover all syllabus topics in Annex C. - Mapping to syllabus is documented and retained for audit.
Practical Skill Evaluation	- Live demonstration of skills following approved criteria. - Use standardized rubrics aligned to Annex A competence elements.
Portfolio / Case Submission	- Documented work records and evidence of competence. - Evidence must include: - Client records - Treatment evidence - Analysis of outcome - Reflection / professional judgement
Oral Interview / Viva Voce	- Professional discussion to assess judgement and ethics. - Assesses: - Decision-making - Client risk management - Ethical judgement - Supervisory competence

4A. Recognition of Prior Learning (RPL)

Recognition of Prior Learning (RPL) may be granted to candidates who can demonstrate relevant prior education, training, or work experience aligned with the certification scope.

RPL Principles:

- Applies to all certification scopes and levels
 - RPL **shall not exempt candidates from competence assessment.**
 - RPL may only be used to: Exempt **training prerequisites**, where applicable.
- RPL support **eligibility for higher-level entry**

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- All candidates must still complete: Practical assessment, portfolio (where required), interview (Level 4 only)
- Where RPL is granted, the Certification Body may require: Supplementary assessment, additional evidence submission, interview verification

Evidence for RPL may include:

- Certificates or qualifications
- Work experience records
- Portfolio of prior work
- Employer references

Approval:

- RPL decisions shall be reviewed and approved by: Certification Manager OR Certification Decision Committee (CDC)

Records:

- All RPL decisions shall be documented and retained in accordance with SOP-ICM-014.

RPL shall be applied consistently, fairly, and shall not compromise the integrity, validity, or impartiality of the certification process.

5. Assessment Plan by Scope & Level

5.1.1 Aesthetic Professionals – Scalp Micropigmentation (SMP)

Level	Assessment Component	Weightage (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	40	Multiple Choice Questions (MCQ)	50 questions Basic safety, hygiene, and theory. Covers scalp anatomy & pigments.	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	60	Live Demonstration	Demonstration of basic machine handling, dot simulation	70	90 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions (hairline design basics, density principles)	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Basic SMP under supervision	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	Three case studies with before & after photos.	70	Submitted within 14 days

Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Full SMP procedure (hairline+blending)	70	150 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Complex cases (alopecia / scar)	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Risk, complications, pigment theory	70	30 - 45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced design + correction work	75	180 minutes

5.1.2 Aesthetic Professionals – Paramedical Micropigmentation (Skin Camouflage & Restoration)

Level	Assessment Component	Weightage (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	40	Multiple Choice Questions (MCQ)	50 questions (Skin tone, safety, colour basics)	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	60	Live Demonstration	Basic pigment blending simulation	70	90 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions (scar types, colour correction)	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Basic skin camouflage under supervision	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	Three cases (scar / stretchmark camouflage)	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Full camouflage procedure	70	150 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Complex pigmentation/ medical cases	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Risk management, contraindications	70	30 - 45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced correction techniques	75	180 minutes

5.1.3 Aesthetic Professionals – Stretch Mark Reduction & Skin Regeneration

Level	Assessment Component	Weightage (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	Three case studies with before & after photos & treatment protocol	70	Submitted within 14 days

Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Microneedling / regeneration protocol	70	150 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Complex cases (deep scars, post-lipo)	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Treatment planning, risk, outcomes	70	30 - 45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Multi-modality treatment design	75	180 minutes

5.1.4 Aesthetic Professionals – Microneedling (Skin Needling) Therapy

Level	Assessment Component	Weight age (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases studies (acne scars, pigmentation, skin texture) Include skin assessment, needle depth selection, treatment protocol, before & after photos	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Full microneedling procedure (consultation, skin analysis, needle depth selection, safe technique execution)	70	150 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Complex cases (deep acne scars / stretch marks, combination therapy)	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Risk, complications, contraindications	70	30 - 45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced protocol execution	75	180 minutes

5.1.5 Aesthetic Professionals – Permanent Makeup (PMU)

Level	Assessment Component	Weightage (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	40	Multiple Choice Questions (MCQ)	50 questions (Anatomy, hygiene, pigments, contraindications, basic mapping)	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	60	Supervised Demonstration	Basic skills only: machine setup, hygiene prep, hand	70	90 minutes

				control, basic brow mapping		
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions (pigment selection, skin types, basic technique principles)	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Perform eyebrow micropigmentation under supervision, brow mapping & symmetry, depth control	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases (eyebrow: ombre / combination, eyeliner) Include: consultation, procedure, healing results, correction notes	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Full procedure independently: eyebrow or eyeliner	70	150 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Complex cases including lip blush, colour correction, multi-area PMU, correction work	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Risk management, complication, training capability	70	30 - 45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced procedure: Lip blush or correction case, colour theory application, complex design & symmetry	75	180 minutes

5.1.6 Aesthetic Professionals – Pinky & Skin Brightening Treatment

Level	Assessment Component	Weightage (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	40	Multiple Choice Questions (MCQ)	50 questions (Skin basics, hygiene & safety, product knowledge, contraindications)	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	60	Supervised Demonstration	Basic peel-based brightening: non-sensitive areas, proper prep, product application, safety handling	70	90 minutes

Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions (whitening mechanism, skin response, contraindications)	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Perform whitening + basic pinky treatment, technique control, product selection, client monitoring	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: pinky treatment including lips, before & after	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Perform advance pinky treatment, technique precision	70	150 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Complex cases: complication handling, outcome evaluation	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Risk management, complication, training capability, ethical judgement	70	30 - 45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Perform full-scope treatment, advance technique control, intimate area protocol	75	180 minutes

5.1.7 Aesthetic Professionals – Facial contouring & Lifting Treatments

Level	Assessment Component	Weightage (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions (Facial anatomy, safety & contraindications, device basic)	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Perform basic lifting treatment under supervision: device setup, treatment execution, client safety monitoring	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: Lifting treatment, skin laxity assessment, treatment parameter used, outcome evaluation	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Perform facial contouring	70	150 minutes

				independently: skin assessment, parameter adjustment, safe execution, treatment suitability decision		
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Complex cases: multi-modality treatments, treatment plan design, outcome evaluation & correction	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Risk management, treatment planning, device selection, contraindications, training & supervision capability	70	30 - 45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advances contouring treatment: combine modalities, handle complex skin conditions, demonstrate precision & safety	75	180 minutes

5.1.8 Aesthetic Professionals – Benign Skin Lesion Removal

- Candidates are assessed on non-diagnostic lesion screening only.
- Any suspicious, abnormal, or uncertain lesions must be **referred to a qualified medical professional**.
- No medical diagnosis or treatment is permitted under this certification.

Level	Assessment Component	Weightage (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 3 – Advanced	Theory Knowledge Test	30	Short Answers Questions	20 questions (Skin lesion types, contraindications, infection control, device safety)	60	60 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: skin tag / milia removal, before & after photos, procedure details, healing outcome, aftercare records	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	30	Live Demonstration	Perform benign lesion removal: skin tag / milia, device handling, hygiene & sterilization, safe removal technique	70	120 minutes

Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Complex cases: multiple lesions, sensitive areas, complication management, referral decisions documented	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Risk management, referral judgement, device selection, contraindications, protocol development & training	70	30 - 45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advances lesions removal: multiple lesions, precision technique, risk control, demonstrate complication handling approach	75	180 minutes

5.1.9 Aesthetic Professionals – Plasma Fibroblast

- Plasma fibroblast treatments are restricted to **superficial epidermal effects only** and must not involve deep dermal or medical procedures.
- Candidates are assessed on non-diagnostic screening only.
- Any abnormal or suspicious conditions must be **referred to a qualified medical professional**.
- Treatments are cosmetic in nature and must not be represented as medical or clinical procedures.

Level	Assessment Component	Weightage (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 3 – Advanced	Theory Knowledge Test	30	Short Answers Questions	20 questions (Skin anatomy, contraindications, plasma device safety, treatment patterns)	60	60 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: skin tightening/ minor imperfections, treatment parameter, healing outcomes	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	30	Live Demonstration	Plasma fibroblast treatment, device setup, correct spacing & dot pattern, energy control	70	120 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Advance cases: sensitive areas, complex skin	70	Submitted within 14 days

				conditions, outcome evaluation, protocol adjustment		
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Risk & complication management, referral judgement, contraindications, protocol development & training	70	30 - 45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced plasma treatment: sensitive area precision, advanced pattern design, risk-controlled execution, skin response management	75	180 minutes

5.1.9 Aesthetic Professionals – Plasma Pen Serum Infusion Therapy

- Candidates are assessed on non-medical aesthetic plasma pen serum infusion procedures only.
- Any suspicious, abnormal, infected, or medically related skin conditions must be referred to a qualified medical professional.
- No medical diagnosis or invasive medical treatment is permitted under this certification.
- Candidates must demonstrate safe plasma pen handling, serum infusion techniques, infection control, and professional client care.

Level	Assessment Component	Weightage (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 3 – Advanced	Theory Knowledge Test	30	Short Answers Questions	20 questions (plasma pen safety, serum selection, contraindications, hygiene, skin assessment, aftercare)	60	60 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: before & after photos, consultation forms, treatment records, serum selection, aftercare documentation	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	30	Live Demonstration	Perform plasma pen serum infusion treatment including consultation, device setup, serum application, hygiene, treatment execution, and aftercare advice	70	120 minutes

Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Complex cases involving pigmentation, acne scars, skin rejuvenation, sensitive areas, combination therapies, and treatment progression records	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Risk management, complication handling, advanced protocol planning, serum customization, contraindications, professional ethics, supervision approach	70	30 - 45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Perform advanced plasma pen serum infusion treatment demonstrating advanced consultation, parameter optimization, serum protocol customization, complication prevention, combination therapy integration, and professional treatment execution	75	180 minutes

5.2.1 Aesthetic & Beauty Therapists – Beauty Therapy

Level	Assessment Component	Weight age (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	40	Multiple Choice Questions (MCQ)	50 questions Safety and skincare basics, facial steps	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	60	Live Demonstration	Demonstration of basic facial skills following assessment rubric	70	90 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions: skin types & conditions,	60	60 minutes

				electrotherapy basics		
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Perform facial independently: skin analysis, treatment planning	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: different skin condition, treatment plan, outcome evaluation	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Advanced treatment: adjust technique based on skin response	70	150 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Multi-modality treatments, program design	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Treatment planning, risk assessment, training capability	70	45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced treatment program: demonstrate precision & safety, adapt dynamically	75	150 minutes

5.2.2 Aesthetic & Beauty Therapists – Keratin Lash Lift

Level	Assessment Component	Weight age (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	60	Multiple Choice Questions (MCQ)	50 questions Lash anatomy & growth cycle, contraindications, hygiene and safety	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	40	Supervised Demonstration	Tool handling, rod placement, lash isolation technique, hygiene & eye protection	70	60 - 90 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions: lash analysis, rod selection, contradictions	60	60 minutes

Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Perform lash lift: rod placement, Product application, timing control, eye safety	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: before & after, different lash types	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Adjust for eye shapes, modify technique, control timing precisely	70	120 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Complex cases: over-processed lash correction, styling enhancement	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Risk management, correction decisions, training capability	70	45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced correction and styling	75	150 minutes

5.2.3 Aesthetic & Beauty Therapists – Eyelash Extension

Level	Assessment Component	Weight age (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	60	Multiple Choice Questions (MCQ)	50 questions Lash anatomy & growth cycle, contraindications, hygiene and safety, adhesive basics	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	40	Supervised Demonstration	Tool handling, adhesive pick up control, lash isolation technique, hygiene & eye protection	70	60 - 90 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions: lash mapping basics, isolation principles, contraindications	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Perform classic lash extension:	70	120 minutes

				proper isolation, correct placement		
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: before & after, different lash types, mapping design	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Classic + volume sets, lash mapping, styling accuracy	70	120 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Advanced work: mega volume, correction cases, removal	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Risk management, correction decisions, training capability	70	45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced correction and styling, removal	75	150 minutes

5.2.4 Aesthetic & Beauty Therapists – Makeup Artistry

Level	Assessment Component	Weight age (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	60	Multiple Choice Questions (MCQ)	50 questions Skin types & face shapes, basic products & tools	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	40	Supervised Demonstration	Basic cleansing & prep, simple foundation and blending	70	60 - 90 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions: skin analysis, colour matching, hygiene & client care	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Perform day makeup, balanced natural look	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: different make up styles, face shape adaption	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Event or bridal makeup,	70	120 minutes

				advanced eye techniques, contouring and highlighting		
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	High-fashion, editorial, stage makeup, lighting adaption, creative styling	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Style decision-making, trend interpretation, client adaption, training capability	70	45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced creative makeup, editorial/ stage look, customised styling for environment	75	150 minutes

5.3.1 Spa & Wellness Therapy Professionals – Massage Therapy

Level	Assessment Component	Weight age (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	50	Multiple Choice Questions (MCQ)	50 questions Basic anatomy, massage principles, client positioning	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	50	Live Demonstration	Effleurage (light stroke, basic hand positioning, hygiene practice, therapist posture	70	90 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions Full body massage theory, techniques understanding, basic consultation	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Technique variation, flow & sequence, client comfort & positioning	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: different client conditions, treatment plan, therapist evaluation	70	Submitted within 14 days

Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Targeted therapeutic massage	70	150 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Multi technique integration, therapy programmes	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Treatment planning, risk management, technique justification	70	45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Deep tissue/ lymphatic techniques, customise programme	75	150 minutes

5.3.2 Spa & Wellness Therapy Professionals – Hydro Rehabilitation Tutor Certification

Level	Assessment Component	Weight age (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	50	Multiple Choice Questions (MCQ)	50 questions Hydrotherapy principles, water safety & risks, basic anatomy, hygiene & environment control	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	50	Live Demonstration	Basic hydrotherapy exercise under supervision	70	90 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions Session structure, client assessment, exercise modification	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Structured session: client assessment, exercise sequencing, safety compliance	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: different conditions, program design	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Complex movement patterns, Condition-based modification, risk control	70	150 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Rehabilitation program, multi-condition cases	70	Submitted within 14 days

Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Clinical reasoning, program design logic, leadership capability, risk & safety	70	45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced integration, precision execution, risk management	75	150 minutes

5.3.3 Spa & Wellness Therapy Professionals – Postnatal Care & Abdominal Binding

Level	Assessment Component	Weight age (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	40	Multiple Choice Questions (MCQ)	50 questions Postnatal physiology, healing stages, basic abdominal anatomy	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	60	Supervised Demonstration	Basic postnatal assessment, basic abdominal binding	70	90 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions Postnatal recovery stages, binding principles & safety, contraindications	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Structured session: client assessment, full belly binding procedure, abdominal massage integration	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: different conditions, treatment plan	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Customised binding techniques, complex postnatal	70	150 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Complex case handling, multi-session protocol	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Clinical reasoning, case judgement, leadership capability, risk & safety	70	45 minutes

Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Complex case handling, integrated therapy approach	75	150 minutes
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5.3.4 Spa & Wellness Therapy Professionals – Acupuncture Therapy

Level	Assessment Component	Weight age (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	60	Multiple Choice Questions (MCQ)	50 questions Meridian theory basics, key pressure points	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	40	Live Demonstration	Identification major meridian point, finger positioning, safe posture & ergonomics	70	60 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions Meridian pathways, pressure techniques	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Basic acupressure session, point selection, correct pressure & positioning, safe execution	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: different conditions, treatment plan, point selection rationale	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Target conditions (pain, stress, fatigue), sequence development, technique adaption	70	150 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Full treatment, multi-condition cases, integration strategies	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Clinical reasoning, treatment planning, safety judgement, professional competency	70	45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced sequencing, integration with other therapies	75	150 minutes

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5.3.5 Spa & Wellness Therapy Professionals – Reflexology Therapy

Level	Assessment Component	Weight age (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	60	Multiple Choice Questions (MCQ)	50 questions Reflexology principles, reflex zone, contraindications, hygiene & safety	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	40	Live Demonstration	Identification of reflex zones, basic finger walking technique, correct hand positioning, hygiene practice	70	90 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions Reflex zone mapping, pressure technique	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Basic session: reflex point application, correct pressure and rhythm	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: different conditions, treatment plan, reflex points used	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Full session: stress/ digestion/ circulation focus, technique adaption	70	150 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Multi-condition cases, integrated therapy plan, outcome optimisation	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Clinical reasoning, treatment design, safety judgement, professional competency	70	45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced reflexology session, precision technique, integration approach	75	150 minutes

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5.3.6 Spa & Wellness Therapy Professionals – Cupping Therapy

Level	Assessment Component	Weight age (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	60	Multiple Choice Questions (MCQ)	50 questions Principles of cupping, indications & contraindications, types (dry/moving cupping), hygiene & safety	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	40	Live Demonstration	Cup handling and placement, identification of safe areas, hygiene, basic suction control	70	90 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions Suction principles, placement zones	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Basic dry cupping, consultation, correct cup placement, controlled suction, monitoring client response	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: different conditions, technique used, suction control, outcome evaluation	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Advanced cupping: moving cupping, adjust suction intensity, treat specific conditions	70	150 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Full treatment program, complex cases, integration with other therapies	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Clinical reasoning, risk management, decision-making, professional judgement	70	45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced protocol design, safe integration, complex case handling	75	150 minutes

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5.3.7 Spa & Wellness Therapy Professionals – Depilation (Waxing) Treatment

Level	Assessment Component	Weight age (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	60	Multiple Choice Questions (MCQ)	50 questions Hair growth cycle, skin types, indications & contraindications, hygiene & infection control	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	40	Live Demonstration	Wax preparation, patch test explanation, application direction, hygiene setup	70	90 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions Wax types, skin preparation, contraindications, client consultation	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Basic waxing: temperature control, correct application & removal, client positioning, pre & post care	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: different body area, skin/hair variation, issue, outcome evaluation	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Waxing on sensitive area: technique adaption, pain control & comfort, reaction management	70	150 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Full body waxing program, complex cases, protocol development	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Risk management, skin integrity decision, hygiene standards, professional judgement	70	45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Full body advanced waxing, efficiency + safety control	75	150 minutes

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5.3.8 Spa & Wellness Therapy Professionals – Body Contouring & Firming Treatments

Level	Assessment Component	Weight age (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	60	Multiple Choice Questions (MCQ)	50 questions Body anatomy, indications & contraindications, hygiene & safety, introduction to technologies	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	40	Live Demonstration	treatment setup and hygiene, device handling, basic manual technique, client positioning	70	90 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions Device basics, safety parameter, client consultation, contraindications	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Basic treatment under supervision, manual lymphatic techniques, basic device use, client consultation & prep, safety monitoring	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: fat reduction / firming goal, treatment plan	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Device application, parameter adjustment, multi area treatment	70	150 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Full transformation program, multi-modal integration	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Clinical reasoning, risk management, client expectation handling	70	45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Full treatment design, multi-device integration, advanced safety control	75	150 minutes

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5.3.9 Spa & Wellness Therapy Professionals – Regenerative Hair Therapy Practitioner

Level	Assessment Component	Weight age (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	40	Multiple Choice Questions (MCQ)	50 questions (hair anatomy, scalp conditions, hygiene, hair cycle)	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	60	Live Demonstration	Basic scalp cleansing and scalp massage procedure	70	90 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions (hair thinning, scalp analysis, serum application, contraindications)	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Basic regenerative hair therapy under supervision	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	Three cases (hair thinning, scalp rejuvenation, scalp hydration therapy)	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Full regenerative hair therapy procedure using professional devices and serum protocols	70	150 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Complex scalp and hair restoration cases, combination therapy cases	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Risk management, contraindications, treatment planning, scalp condition analysis	70	45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced regenerative hair therapy and combination scalp rejuvenation techniques	75	150 minutes

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5.3.10 Spa & Wellness Therapy Professionals – Certified Hair & Scalp Care Therapist

Level	Assessment Component	Weight age (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	40	Multiple Choice Questions (MCQ)	50 questions (hair anatomy, scalp conditions, hygiene, hair structure)	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	60	Live Demonstration	Basic scalp cleansing and scalp massage procedure	70	90 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answers Questions	20 questions (scalp analysis, hair care products, contraindications, serum application)	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Basic hair and scalp care treatment under supervision	70	120 minutes
Level 3 – Advanced	Portfolio/ Case Submission	40	Documented Portfolio	Three cases (hair thinning, oily scalp, dry/sensitive scalp management)	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Full professional hair and scalp care treatment including scalp analysis, serum application, massage, and device usage	70	150 minutes
Level 4 – Expert	Portfolio/ Case Submission	30	Documented Portfolio	Complex scalp care and hair wellness cases, combination therapy cases	70	Submitted within 14 days
Level 4 – Expert	Interview/ Viva Voce	20	Oral Interview	Risk management, contraindications, scalp condition analysis, treatment planning	70	45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced scalp rejuvenation and integrated hair wellness treatment techniques	75	150 minutes

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5.3.11 Spa & Wellness Therapy Professionals – Herbal Meridian Warming Therapy

Level	Assessment Component	Weightage (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	60	Multiple Choice Questions (MCQ)	50 questions covering fundamentals of meridian theory, herbal warm cupping principles, contraindications, hygiene, safety, thermal precautions	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	40	Live Demonstration	Equipment preparation, identification of major meridian pathways, cup handling, temperature monitoring, hygiene procedures	70	90 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answer Questions	20 questions covering meridian pathways, herbal selection, treatment indications, thermal management and client consultation	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Conduct client consultation, perform stationary warm cupping, moving warm cupping, correct cup placement, client monitoring and aftercare advice	70	120 minutes
Level 3 – Advanced	Portfolio / Case Submission	40	Documented Portfolio	3 case studies demonstrating different treatment objectives, meridian selection, herbal applications, treatment records and outcome evaluation	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Advanced meridian warm cupping, customized treatment planning, herbal integration, heat intensity adjustment and treatment modification	70	150 minutes
Level 4 – Expert	Portfolio / Case Submission	30	Documented Portfolio	Comprehensive treatment programmes, complex client management, integration with wellness therapies, treatment outcome analysis	70	Submitted within 14 days
Level 4 – Expert	Interview / Viva Voce	20	Oral Interview	Clinical reasoning within wellness practice, risk management, treatment planning, ethical considerations, professional judgement	70	45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced protocol design, meridian assessment, herbal warm cupping integration, complex case handling, practitioner supervision scenario	75	150 minutes

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5.3.12 Spa & Wellness Therapy Professionals – Certified Hairdressing Professional

Level	Assessment Component	Weight age (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	40	Multiple Choice Questions (MCQ)	50 questions (hair structure, hygiene, shampooing, scalp massage, salon safety, tools identification)	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	60	Live Demonstration	Shampooing procedure, scalp massage, workstation preparation, hygiene practice	70	90 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answer Questions	20 questions (hair analysis, colouring theory, hair treatment products, contraindications, consultation)	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Hair colouring application, basic hair treatment, blow-drying and finishing techniques under supervision	70	120 minutes
Level 3 – Advanced	Portfolio / Case Submission	40	Documented Portfolio	Three client cases (hair colouring, haircutting, hair treatment or perming services) including consultation and before/after records	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Full haircut service, hair perming service, client consultation, styling and aftercare recommendation	70	180 minutes
Level 4 – Expert	Portfolio / Case Submission	30	Documented Portfolio	Complex hairdressing cases involving corrective colouring, advanced haircut design, texture transformation, bridal or fashion styling	70	Submitted within 14 days
Level 4 – Expert	Interview / Viva Voce	20	Oral Interview	Risk management, advanced consultation, corrective services, salon leadership, treatment planning	70	45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced haircut design, corrective colouring, advanced perming/texture services, bridal or creative hairstyling, practitioner supervision	75	240 minutes

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5.3.13 Spa & Wellness Therapy Professionals – Certified Sports Massage & Stretching Professional

Level	Assessment Component	Weight age (%)	Assessment Method	Assessment Requirement	Pass Mark (%)	Time Allocation
Level 1 – Foundation	Theory Knowledge Test	50	Multiple Choice Questions (MCQ)	50 Questions covering basic anatomy, physiology, sports massage principles, contraindications, hygiene, client positioning, therapist posture, stretching fundamentals, ethics and safety.	60	60 Minutes
Level 1 – Foundation	Practical Skill Evaluation	50	Live Demonstration	Basic client consultation, contraindication screening, effleurage, petrissage, therapist body mechanics, passive stretching, hygiene and aftercare.	70	90 Minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answer Questions	20 Short Answer Questions covering pre/post-event massage, friction techniques, DOMS, stretching, trigger points, postural assessment, contraindications, rotator cuff, hydration and older athletes.	60	90 Minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Client consultation, posture & ROM assessment, deep tissue massage, trigger point therapy, myofascial release, passive stretching, PNF stretching, treatment adaptation and aftercare.	70	120 Minutes
Level 3 – Advanced	Portfolio / Case Study Submission	40	Documented Portfolio	4 Case Studies involving different client conditions. Each case shall include consultation, assessment, treatment plan, minimum three treatment sessions, aftercare and reflective evaluation.	70	Submitted within 14 Days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Comprehensive assessment, orthopaedic testing, STR, MET, NMT, AIS, rehabilitation exercises, treatment	70	150 Minutes

				planning, documentation and professional practice.		
Level 4 – Expert	Portfolio / Expert Case Study Submission	30	Documented Portfolio	4 Expert Case Studies involving complex or multi-factorial sports conditions with evidence-based treatment planning, four treatment sessions, rehabilitation programme and critical reflective practice.	70	Submitted within 14 Days
Level 4 – Expert	Interview / Viva Voce	20	Oral Interview	Four expert oral questions covering clinical reasoning, biomechanics, MET, rehabilitation planning, ethics, referral protocols and professional judgement.	70	45 Minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced biomechanical assessment, gait analysis, differential clinical reasoning, IASTM integration, MET, joint mobilisation, functional stretching, taping & strapping, pre/post-event protocols, evidence-based treatment planning and professional leadership.	80	150 Minutes

Assessment Requirements

- Candidates shall successfully complete each assessment component independently.
- Practical assessments shall be conducted under direct observation by qualified assessors.
- Portfolio and case study submissions shall demonstrate competency using authentic client cases.
- Level 4 candidates shall demonstrate evidence-based clinical reasoning, ethical decision-making, and appropriate referral practices within the therapist's scope of practice.
- A pass in each assessment component is required before certification at the respective level may be awarded.

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5.4 Aesthetic Device Practitioners

Level	Assessment Component	Weightage (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic RF Treatment Practitioner	Theory Knowledge Test	40	MCQ	50 questions Device fundamentals, skin anatomy, contraindications, safety risks & PPE	60	60 minutes
Level 1 – Basic RF Treatment Practitioner	Practical Skill Evaluation	60	Live Demonstration	Treatment setup & hygiene, basic RF handling, safe positioning, following SOP under supervision	70	90 minutes
Level 2 – Intermediate Laser & Light Therapy Practitioner	Theory Knowledge Test	40	Short Answers Questions	20 questions Laser & IPL physics basics, wavelength, energy, depth, Fitzpatrick, Contraindications	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Device setting parameter selection, device operation, monitoring skin response	70	120 minutes
Level 3 – Advanced HIFU Practitioner	Portfolio/ Case Submission	40	Documented Portfolio	3 cases: treatment plan, Before&after results, parameter justification	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Demonstration of advanced procedural skills (if applicable)	70	150 minutes
Level 4 – Expert Multi-model Aesthetic Device Practitioner	Portfolio/ Case Submission	30	Documented Portfolio	Multi devices plan, complex cases, outcome evaluation, SOP justification	70	Submitted within 14 days
	Interview/ Viva Voce	20	Oral Interview	Clinical reasoning, strategy justification, risk mitigation	80	45 minutes
	Practical Skill Evaluation	50	Live Demonstration	Multi-device treatment, full protocol execution, risk control	70	150 minutes

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5.5 Nail Care & Nail Technology Professionals

Level	Assessment Component	Weight age (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic Manicure & Pedicure Services	Theory Knowledge Test	40	Multiple Choice Questions (MCQ)	50 questions Nail anatomy, hygiene & sanitation, contraindications, basic procedures	60	60 minutes
	Practical Skill Evaluation	60	Live Demonstration	Basic manicure or pedicure, nail prep, hygiene practice, tool handling, basic finishing	70	90 minutes
Level 2 – Intermediate Nail Art Design	Theory Knowledge Test	40	Short Answers Questions	20 questions Nail products & tools, design basics, client consultation, hygiene & safety	60	60 minutes
	Practical Skill Evaluation	60	Live Demonstration	Full manicure & pedicure, apply basic nail art, client consultation, hygiene compliance	70	150 minutes
Level 3 – Advanced Nail Enhancement & Extension	Portfolio/Case Submission	40	Documented Portfolio	3 cases: nail enhancement, design customization, problem solving	70	Submitted within 14 days
	Practical Skill Evaluation	60	Live Demonstration	Nail extension, shaping & structure, custom nail design, correction handling	70	150 minutes
Level 4 – Expert Advanced Nail Systems	Portfolio/Case Submission	30	Documented Portfolio	Complex design, restoration cases, structural builds, service protocol	70	Submitted within 14 days
	Interview/Viva Voce	20	Oral Interview	Decision making, design justification, client management, service protocol	80	45 minutes
	Practical Skill Evaluation	50	Live Demonstration	Advanced nail structures, complex nail corrections, high-level design execution	70	150 minutes

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5.6 Pâtisserie & Bakery Professionals

Level	Assessment Component	Weightage (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic Bakery & Pastry	Theory Knowledge Test	40	Multiple Choice Questions (MCQ)	50 questions Food hygiene & safety, basic baking principles, ingredient knowledge, equipment usage	60	60 minutes
	Practical Skill Evaluation	60	Live Demonstration	Basic dough/ batter prep, simple cake/pastry, safe equipment handling, hygiene compliance	70	120 minutes
Level 2 – Intermediate Baker Production	Theory Knowledge Test	40	Short Answers Questions	20 questions Fermentation & baking science, temperature control, quality standards, food safety compliance	60	60 minutes
	Practical Skill Evaluation	60	Live Demonstration	Standard bakery items, apply correct techniques, maintain hygiene & consistency, follow recipe standard	70	120 minutes
Level 3 – Advanced Patisserie (Technical & Creative)	Portfolio/Case Submission	40	Documented Portfolio	3 submissions: recipe development/modification, product photo, technique explanation, quality evaluation	70	Submitted within 14 days
	Practical Skill Evaluation	60	Live Demonstration	Laminated dough / plated dessert / chocolate work, advanced finishing & presentation, technique precision	70	150 minutes
Level 4 – Expert (Innovative & Leadership)	Portfolio/Case Submission	30	Documented Portfolio	Product innovative, recipe development, production planning, quality system implementation	70	Submitted within 14 days
	Interview/Viva Voce	20	Oral Interview	Decision making, innovation logic, production management, food safety & QA system	80	45 minutes
	Practical Skill Evaluation	50	Live Demonstration	Innovative bakery/patisserie product, advanced presentation, workflow efficiency	70	150 minutes

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5.7 Culinary Arts Professional

Level	Assessment Component	Weightage (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic Culinary Practitioner	Theory Knowledge Test	40	Multiple Choice Questions (MCQ)	50 questions Food hygiene & safety, knife skill theory, basic cooking methods, kitchen operations	60	60 minutes
	Practical Skill Evaluation	60	Live Demonstration	Basic food prep, simple dish prep, safe knife handling, hygiene compliance	70	90 minutes
Level 2 – Intermediate Culinary Practitioner	Theory Knowledge Test	40	Short Answers Questions	20 questions Cooking techniques, portion control, timing & workflow, food safety compliance	60	60 minutes
	Practical Skill Evaluation	60	Live Demonstration	1-2 standard dishes, apply correct cooking techniques, maintain timing & consistency, demonstrate kitchen hygiene	70	120 minutes
Level 3 – Advanced Culinary Practitioner	Portfolio/Case Submission	40	Documented Portfolio	3 cases: dish design/ recipe adaption, process documentation, photos, quality evaluation	70	Submitted within 14 days
	Practical Skill Evaluation	60	Live Demonstration	Multi-component dish, advanced cooking techniques, professional plating & presentation	70	150 minutes
Level 4 – Expert Culinary Practitioner	Portfolio/Case Submission	30	Documented Portfolio	Menu development, kitchen flow planning, quality & safety systems, costing/ efficiency	70	Submitted within 14 days
	Interview/Viva Voce	20	Oral Interview	Leadership decision, HACCP understanding, kitchen management, problem solving	80	45 minutes
	Practical Skill Evaluation	50	Live Demonstration	Signature dish / menu concept, advance execution, consistency & timing	70	150 minutes

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5.8 Digital Content Creator & Social Media Professional

Level	Assessment Component	Weightage (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Content Analyst	Theory Knowledge Test	40	Multiple Choice Questions (MCQ)	50 Questions: Social Media Fundamentals, Content Types, Instagram Insights, Reach, Impressions, Engagement Rate, KPI Basics, Funnel Concepts, Weighted Scoring, Platform Ethics	60	60 minutes
	Practical Skill Evaluation	60	Task-Based Demonstration	Analyse provided Instagram account data, identify KPI issues, explain funnel performance, calculate weighted score, recommend improvement actions	70	90 minutes
Level 2 – Trainer & Strategist	Theory Knowledge Test	30	Short Answers Questions	20 Questions: Content Strategy, KPI Analysis, Funnel Optimisation, Audience Behaviour, Conversion Metrics, Coaching Fundamentals	60	60 minutes
	Practical Skill Evaluation	50	Live Strategic Task	Develop content plan, KPI analysis, funnel evaluation, campaign optimisation, performance reporting	70	120 minutes
	Training Delivery Assessment	20	Live Training Demonstration	Deliver 20-minute training session on social media strategy, analytics interpretation and content optimisation	70	30 minutes
Level 3 – Business Coaching Consultant	Portfolio/Case Submission	40	Documented Portfolio	3 Business Cases: Content Campaigns, KPI Analysis, Funnel Improvement, Conversion Growth, Before & After Results	70	Submitted within 14 days
	Practical Skill Evaluation	60	Case- Based Task	Business social media strategy, lead generation framework, content conversion strategy, coaching recommendations	70	150 minutes
Level 4 – Expert Principal Assessor / Certified Trainer	Portfolio/ Case Submission	30	Documented Portfolio	Organisational social media strategy, coaching framework, KPI benchmarking system, training programme design	70	Submitted within 14 days
	Interview/Viva Voce	20	Oral Interview	Strategic leadership, certification scheme development, assessor responsibilities, coaching methodology, ethical judgement	80	45 minutes

	Practical Skill Evaluation	50	Strategy Demonstration	Design organisation-wide social media strategy, multi-platform growth plan, KPI framework, funnel optimisation system, certification and coaching roadmap	70	150 minutes
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5.9.1 Aviation & Drone Technology Professionals – Certified Drone Pilot Specialist (CDPS)

Level	Assessment Component	Weightage (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	60	Multiple Choice Questions (MCQ)	50 questions covering drone fundamentals, flight safety, drone components, battery management, aviation regulations, pre-flight inspection	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	40	Live Demonstration	Pre-flight inspection, take-off, hovering, directional control, landing, battery handling, safety procedures	70	60 minutes
Level 2 – Intermediate	Theory Knowledge Test	40	Short Answer Questions	20 questions covering GPS operations, flight planning, risk assessment, emergency procedures, flight documentation	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	60	Live Demonstration	Mission planning, waypoint flight, aerial photography/videography task, emergency response procedures, flight log completion	70	120 minutes
Level 3 – Advanced	Portfolio / Case Submission	40	Documented Portfolio	3 completed drone missions demonstrating different applications (e.g. aerial photography, mapping, inspection or agricultural operations) including flight plans, risk assessments and flight records	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	60	Live Demonstration	Advanced flight mission including route planning, operational risk management, specialised drone operation, regulatory compliance and mission reporting	70	150 minutes
Level 4 – Expert	Portfolio / Case Submission	30	Documented Portfolio	Multi-mission operational portfolio including safety management, training records, operational leadership and compliance documentation	70	Submitted within 14 days

Level 4 – Expert	Interview / Viva Voce	20	Oral Interview	Aviation regulations, operational safety management, competency assessment principles, risk management, professional judgement and leadership	70	45 minutes
Level 4 – Expert	Practical Skill Evaluation	50	Live Demonstration	Advanced mission planning, operational supervision, flight assessment, emergency management, trainee evaluation and assessor competency demonstration	75	150 minutes

Assessment Conditions

Level 1

Candidates shall demonstrate:

- Safe handling of drone equipment
- Basic flight manoeuvres
- Pre-flight and post-flight procedures
- Understanding of drone safety requirements

Level 2

Candidates shall demonstrate:

- Independent drone operation
- Flight planning and execution
- GPS-assisted flight operation
- Risk assessment and emergency response

Level 3

Candidates shall demonstrate:

- Complex mission planning
- Specialised drone operations
- Team supervision
- Regulatory compliance and operational management

Level 4

Candidates shall demonstrate:

- Assessor competency
- Training delivery capability
- Operational leadership
- Advanced safety and risk management
- Competency evaluation skills

Assessment Equipment

Candidates may be required to provide or utilise:

- Multi-rotor drone
- Remote controller
- Batteries and charging equipment
- Flight planning software
- Mobile device or tablet
- Safety equipment

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- Flight logbook
- Operational documentation
- Risk assessment forms

Overall Certification Requirement

Candidates must:

- ✓ Achieve the minimum pass mark for each assessment component.
- ✓ Successfully complete all mandatory assessment components.
- ✓ Demonstrate safe operating practices throughout the assessment.
- ✓ Comply with applicable aviation regulations and safety requirements.
- ✓ Meet all competency requirements for the respective certification level.

5.9.2 Aviation & Drone Technology Professionals – Certified Drone Maintenance Specialist (CDMS)

Level	Assessment Component	Weightage (%)	Assessment Method	No. of Questions / Requirement	Pass Mark (%)	Time Allocation
Level 1 – Basic	Theory Knowledge Test	40	Multiple Choice Questions (MCQ)	50 questions covering drone structure, component identification, maintenance principles, battery safety, tools, workplace safety	60	60 minutes
Level 1 – Basic	Practical Skill Evaluation	60	Live Demonstration	Component identification, basic assembly/disassembly, routine maintenance, battery handling, tool usage, maintenance checklist completion	70	90 minutes
Level 2 – Intermediate	Theory Knowledge Test	30	Short Answer Questions	20 questions covering motors, ESC systems, flight controllers, firmware management, diagnostics and troubleshooting	60	60 minutes
Level 2 – Intermediate	Practical Skill Evaluation	70	Live Demonstration	Motor replacement, ESC testing, flight controller inspection, firmware update, wiring inspection, fault diagnosis and repair	70	120 minutes
Level 3 – Advanced	Portfolio / Case Submission	20	Documented Portfolio	3 documented maintenance cases involving different fault conditions, diagnostics, repair procedures, calibration and maintenance records	70	Submitted within 14 days
Level 3 – Advanced	Practical Skill Evaluation	80	Live Demonstration	Advanced diagnostics, flight controller calibration, communication system troubleshooting, electronic repair, quality control inspection	70	180 minutes

Level 4 – Expert	Case Study Submission	20	Documented Case Study	Maintenance management system, quality assurance programme, technical audit report, corrective action implementation	70	Submitted within 14 days
Level 4 – Expert	Interview / Viva Voce	20	Oral Interview	Technical judgement, maintenance standards, quality systems, training methodology, assessor responsibilities and risk management	70	45 minutes
Level 4 – Expert	Practical Assessment & Demonstration	60	Live Demonstration	Maintenance assessment, technical audit, advanced troubleshooting, candidate evaluation, training delivery and assessor competency demonstration	75	180 minutes

ASSESSMENT CONDITIONS

Level 1

Candidates shall demonstrate:

- Safe use of maintenance tools
- Component identification competency
- Basic assembly and disassembly skills
- Battery safety procedures
- Maintenance documentation completion

Level 2

Candidates shall demonstrate:

- Independent maintenance capability
- Electrical and mechanical fault diagnosis
- Component replacement procedures
- Firmware update procedures
- Repair verification and testing

Level 3

Candidates shall demonstrate:

- Advanced troubleshooting competency
- Calibration and system optimisation
- Technical problem-solving ability
- Quality assurance procedures
- Maintenance supervision capability

Level 4

Candidates shall demonstrate:

- Technical assessment competency
- Maintenance audit capability
- Training and mentoring skills
- Quality management implementation
- Leadership and decision-making capability

ASSESSMENT EQUIPMENT

Candidates may be required to provide or utilise:

- Multi-rotor drone platform
- Drone maintenance toolkit
- Electronic testing equipment

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- Multimeter
- Soldering equipment
- Firmware update software
- Calibration tools
- Batteries and charging equipment
- Maintenance manuals
- Technical documentation forms
- Fault diagnosis worksheets

OVERALL CERTIFICATION REQUIREMENT

Candidates must:

- ✓ Achieve the minimum pass mark for each assessment component.
 - ✓ Successfully complete all mandatory practical assessments.
 - ✓ Demonstrate safe maintenance practices throughout the assessment.
 - ✓ Comply with applicable safety and technical standards.
 - ✓ Meet all competency requirements for the respective certification level.
- Critical safety violations may result in immediate assessment failure.

6. Alignment to Competency Matrix (Annex A)

Each assessment method maps directly to the competence categories:

Competence Category	L1	L2	L3	L4
Knowledge	Theory	Theory	Portfolio	Interview
Practical Skills	Practical	Practical	Practical	Practical
Application	–	–	Portfolio	Portfolio
Professional Judgement	–	–	–	Interview

7. Assessment Integrity & Validity

- All theory knowledge test aligns to **Annex C syllabus topics**.
- Practical assessments follow standardised rubrics in Annex E.
- Practical tasks reflect procedural elements in Annex C.
- Portfolio & Interview assess higher-level application of the same syllabus domains.
- Moderation conducted annually to ensure fairness.
- All exam papers retained for 6 years (SOP-ICM-014).

8. Recordkeeping

All assessment documents are maintained for **6 years** following SOP-ICM-014.

9. Linkage to Clause 8.0 Requirements

This Annex now provides:

- ✓ Number of questions per level
- ✓ Adequate coverage of syllabus
- ✓ Defined pass marks

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- ✓ Defined weightage
- ✓ Practical and oral exam structure
- ✓ **Time allocated for each assessment method** (NEW requirement)
- ✓ Competence alignment (via Annex A & C)