



Department
for Work &
Pensions

DWP Central Freedom of
Information Team
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[DWP Website](#)

Our Ref: FOI2020/54863

1 October 2020

Dear Martin Williams,

Thank you for your Freedom of Information (FoI) request received on 22 September. You wrote:

"A1052 of Advice for Decision Making refers to "The Credit Title Guide":

"Credits awarded by DWP

A1052 DWP considers whether to award credits for

1. LCW
2. unemployment
3. approved training.

For further guidance on awarding credits, see The Credit Title Guide."

Please release the most recent version of this guide."

DWP Response

Please find attached The Credit Title Guide as requested:

- chapters 1 to 4
- chapters 5 to 9
- chapters 10 to 13

Please be aware that this guide has not been updated for some time and is scheduled for being reviewed and updated.

If you have any queries about this letter, please contact us quoting the reference number above.

Yours sincerely,

DWP Central Freedom of Information Team
Department for Work and Pensions

Your right to complain under the Freedom of Information Act

If you are not happy with this response you may request an internal review by e-mailing freedom-of-information-request@dwp.gov.uk or by writing to: DWP Central FoI Team, Caxton House, 6-12 Tothill Street, London, SW1H 9NA.

Any review request should be submitted within two months of the date of this letter.

If you are not content with the outcome of the internal review you may apply directly to the Information Commissioner's Office for a decision. Generally, the Commissioner cannot make a decision unless you have exhausted our own complaints procedure. The Information Commissioner can be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

Website: [ICO Contact Information](#) or telephone 0303 123 1113 or 01625 545745