

Re-take Checklist

Apprentice Details

			Highfield use only
Name			
Job title			
Employer			
Training Provider			
Standard (and pathway if applicable)			
Further learning start date	Further learning end date		
Gateway meeting date	Assessment has been scheduled	.< <yes no="">></yes>	

Re-take Review

The employer, supported by the training provider, must agree that the apprentice is, in their view, ready to re-take the end-point assessment.

Has the apprentice been confirmed as ready for assessment for this	V (A)
standard?	.< <yes no="">></yes>

Signed by apprentice (name)	Signature	Date
Signed on behalf of employer (name)	Signature	Date
Signed on behalf of provider (name)	Signature	Date

RCL v1.0