Apprentice End-Point Assessment Journey
Level 4 ST0325 Retail Manager v1.1

Must be completed in order

On-programme learning

Minimum 12 months

Gateway and scheduling

- Level 2 English and maths (optional for 19 +, please see funding rules)
- Business research project synopsis

Call the scheduling team on 01302 363 277

Written test

- 2 hours
- Suitable assessment environment under exam conditions or remotely invigilated using proctor software
- PC/laptop/ Wi-Fi or stationery
- Apprentice, invigilator

Business project presentation with Q&A

- 30 minutes
- Remote or face- to-face in a suitable assessment environment
- PC/laptop, Wi-Fi, (if using video conferencing)
- Apprentice, end-point assessor, employer representative can be present to observe but cannot interact with the assessment

Professional discussion

- 60 minutes
- Remote or face-to-face in a suitable assessment environment
- PC/laptop, Wi-Fi, (if using video conferencing)
- Apprentice, end-point assessor, employer present to support but not lead the apprentice and to confirm information

Quality assurance & grading

Fail/Pass or Distinction

ESFA certification

Time
Venue
Requirements
Attendees

Please note that this document is subject to changes in the assessment plans. Agreed assessment schedule to be confirmed by our scheduling team.

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