

Summary of Changes Log

Document title and version number	Overview of change	Date of the change
L4 Associate Project Manager v1.4 Gateway Readiness Report was v4.0 is now v4.1	Updated wording of policies and procedures section to 'Relevant policies and procedures submitted'	11/11/2024
L4 Associate Project Manager v1.4 Timeline was v1.3 is now v1.4	Guidance on employer/training provider representation at assessment methods updated in line with the assessment plan. Added ST number into title.	02/04/2025
L4 Associate Project Manager v1.4 Think About Professional Discussion was v1.1 is now v1.2	Guidance on employer/training provider representation at assessment methods updated in line with the assessment plan. Updated timing of assessment method in line with updates to the assessment plan. Added ST number into title.	02/04/2025
L4 Associate Project Manager v1.4 Think About Written Project Report was v1.1 is now v1.2	Guidance on employer/training provider representation at assessment methods updated in line with the assessment plan. Updated timing of assessment method in line with updates to the assessment plan. Added ST number into title.	02/04/2025
L4 Associate Project Manager v1.4 Factsheet was v1.0 is now v1.1	Added ST number into title. Guidance on English and maths requirements updated in line with the funding rules.	13/05/2025
L4 Associate Project Manager v1.4 EPA Kit was v2.0 is now v2.1	Guidance on English and maths requirements updated in line with the funding rules. Updated Highfield logo in footer.	13/05/2025
L4 Associate Project Manager v1.4 Timeline was v1.4 is now v1.5	Guidance on English and maths requirements updated in line with the funding rules.	13/05/2025
L4 Associate Project Manager v1.4 EPA Kit was v2.1 is now v2.2	Updated the 'Highfield Approach' and 'The gateway meeting' sections with information regarding employer representatives.	06/10/2025