

What you have to do for your EPA

Your Independent Examiner will explain the order of each of the EPA components including timings and breaks. You must complete three assessments:

1	Written Knowledge Test (online or paper based)	Time allowed 120 mins	Questions 15 long response questions, typically 100 word answers.	Graded Fail/pass
2	Project Report and Presentation with Questions	Time allowed Up to 16 Weeks 50 mins	Assessments Workplace project report (4500-5500 words) Project Presentation (20 mins) with questioning (30 mins)	Graded Fail/pass/ distinction
3	Professional Discussion under pinned by portfolio of evidence	Time allowed 90 minutes	Assessments A minimum of 10 questions to assess the skills, knowledge and behaviours required for the industry	Graded Fail/pass/ distinction

Please refer to the Employer and Training Provider Handbook for sample tests, questions and more Information about the assessments, as well as a sample specification for the project.

The grades from each of the three components are combined to give an overall EPA grade of fail, pass, merit or distinction.

What happens after?

FDQ will confirm the final results, including a grade for the EPA to your employer/training provider within 6 weeks of the EPA day.

When you pass your EPA

You will receive a statement of your results, including a grade, from FDQ.

The Education and Skills Funding Agency (ESFA), on behalf of the Institute for Apprenticeships and Technical Education will send your Apprenticeship certificate to your employer.

Congratulations!

If you don't pass your EPA

If you fail one of the tests, you and your employer have two choices. You can either:

1. Apply to resit or retake the individual EPA component. You must undertake further learning for a retake. FDQ will provide areas to focus on to prepare for a resit or retake.

You should complete your resit or retake typically within 6 months of your original EPA day, or you will need to retake the whole EPA. If a resit or retake is successfully completed, your overall grade will be a maximum of a pass.

2. Appeal to FDQ if you disagree with your result. If you feel you were unfairly assessed then you should speak to your employer and trainer, who will follow the FDQ appeals procedures to help you.

If the project component is failed, then you must amend the project output in line with the Independent Examiner's feedback. You will be given 4 weeks to rework and submit the amended report.



FDQ The FDQ Promise

FDQ want you to do well and promise your EPA will be:

FD Clear – so you understand what you have to do on the day.

FD Supportive – we give your employer and trainer lots of information in the Employer and Training Provider Handbook that will help you prepare for your EPA – make sure you use it!

FD Fair – our Independent Examiners (IEs) are industry professionals trained to be fair, reliable and to give you every opportunity to succeed.

FD Consistent – after your EPA, your examiner will submit a recommended grade which will be moderated at FDQ HQ for Quality and Assurance purposes.

FDQ If you would like more information please contact FDQ, our friendly team will be happy to help.

FDQ FDQ, Pure Offices

FDQ 4100 Park Approach

FDQ Thorpe Park

FDQ Leeds

FDQ LS15 8GB

FDQ Tel: 0113 3970 395