



EPA Overview: Senior Leader v1.0 Level 7 End Point Assessment (EPA)

EPA overview:

1

Project Showcase based on a work-based project

4,000 word report, 20 min presentation and 25-30 min questioning by video call

2

Professional Discussion based on a portfolio of evidence

50-60 min video call between apprentice and assessor

Registration

Training providers will register apprentices with 1st for EPA and share our guidance documents:

- Apprentice Toolkit, including full details on EPA.
- Project Report Front Sheet
- Portfolio Mapping.

Gateway

The apprentice, employer and training provider should all complete the [Gateway Agreement](#) form.

You should all discuss and agree a suitable project for the work-based project. The Toolkit has suggested projects.

Evidence

The training provider will upload the following evidence to the online platform, EPA Pro:

- Maths and English [evidence](#)
- Gateway Agreement, including confirmation that a work-based project was completed in the 6 months prior to gateway
- Successful completion of a master's level degree in management
- Portfolio and Mapping.



Schedule EPA

The training provider will agree dates for EPA with the apprentice:

- The apprentice has **one month** from gateway to write and submit their project report.
- The **presentation and questioning** and **professional discussion** will be undertaken approximately 2 weeks after the project submission. These are usually undertaken on the same day, with a short break between.

The training provider will book the **presentation and questioning** and **professional discussion** through EPA Pro. 1st for EPA will send a confirmation email to the apprentice, including details on what to bring and the meeting link.

EPA takes place

The EPA takes place by video call, one-to-one between apprentice and assessor.

Results

Results are sent **within 2 weeks** by email to the apprentice, the employer and the training provider's nominated contact. Certificates take around 6 weeks to be processed and are sent to the employer's address, unless requested otherwise.

Support:

For EPA queries: email admin@1stforepa.co.uk or call 01642 205 207.