



EPA Overview: Senior People Professional Level 7 End Point Assessment (EPA)

EPA overview:

1 Professional Discussion supported by a portfolio of evidence
2 hour video call between apprentice and assessor

2 Project proposal, presentation and questioning
7,000 word report, 20 min presentation and 40 min questioning by video call

Registration

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

- Apprentice Toolkit, including full details on EPA.
- Project Scope.
- Portfolio Mapping.
- Project Mapping.

Gateway

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

You should all discuss and agree a title for the work-based project, and the apprentice should then complete the Project Scope document for approval by 1st for EPA. The Toolkit has suggested project titles.

Evidence

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

- Maths and English [evidence](#)
- Gateway Agreement
- Portfolio and Mapping
- Project Scope

1st for EPA will review the evidence and provide feedback or approval of the project scope within 7 days.



Schedule EPA

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

- The apprentice has **12 weeks** to plan and undertake the work associated with their project and to write and submit their proposal and presentation.
- The **professional discussion** and **project presentation and questioning** can be taken in any order and apprentices may choose to undertake these on the same day in two separate sessions. The discussion must be at least 3 weeks after gateway.

The training provider will book **professional discussion** and **project presentation and questioning** 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.