

## Version Control of The Institute for Apprenticeship and Technical Education Apprenticeship Assessment Plans - FAQ

### Background

We have recently received lots of enquiries from providers and employers about version control of revised assessment plans in Apprenticeship Standards.

Therefore, we have been in discussion with the Institute for Apprenticeships and Technical Education (IfATE) to clarify many of your concerns about starting new apprentices on recently changed Assessment Plans.

### Version numbers

Version numbers are defined and set by IfATE.

Here is some guidance IfATE published on revisions and adjustments

<https://www.instituteforapprenticeships.org/developing-new-apprenticeships/revisions-adjustments-and-dispensations/>

IfATE have confirmed for adjustments, a new version will not be created, and changes are made to the existing published standard. IfATE update their change date for the Assessment plan to match when the adjusted EPA was uploaded.

### Where can I find the correct Assessment Plan dates for my Individualised Learner Record version so I can claim ESFA funding?

The Institute's website provides a variety of dates (See table below).

Date Terminology	What does this mean
Approved for Delivery	The date the original Assessment Plan was set live and given a funding band
Earliest Start Date	The earliest date for starting apprentices on the Assessment Plan. For v1 of the Assessment Plan, this will match the 'Approved for delivery' date.
Latest Start Date	The last start date for an apprentice to be entered on to a specific Assessment plan within the ILR.

These may sometimes differ if a later implementation date has been agreed, for example if there has been a reduction in the funding band.

- Please be aware it can take 14-28 days for the revised Assessment Plan version to appear on LARS.

### How will we know when an Assessment Plan is amended to a new version?

The Institute does not have a mechanism for communicating assessment plan changes to providers or employers. Therefore, it is up to customers to have processes in place to check the Institute's website for any updates.

The Institute recommend that employers or providers will need to set up a system where someone checks their website regularly and/or set up an RSS feed which notifies you of changes. In addition, the web page for each standard shows the changes and new version number for that standard.

City & Guilds do send this information to our customers, We strongly recommend that providers and employers sign up to receive City & Guilds apprenticeship alerts, by subscribing [here](#).

**Will City & Guilds have EPA registration available from when a new Assessment plan is approved?**

City & Guild will not have EPA registration available straight away, as sometimes we are not consulted on changes to assessment plans. However, the Institute understands this and as an EPAO, we have twelve months to develop new assessment material and publish these to support the redeveloped plan. Once in place, we will set the EPA registration live as soon as practically possible for customers to make registrations on the new Assessment Plan. We also aim to have EPA materials available well before the 12 Months.