

# Free Functional Skills Offer

## Terms & Conditions

Last modified 1-June-2026



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## 1. Overview

These terms and conditions apply to the Functional Skills promotional offer.

The offer provides a free attempt at the assessment for the Functional Skills in maths and/or English qualifications for apprentices whose providers register them both onto a City & Guilds apprenticeship programme or standard and for their qualification assessment between the period 1st June 2026 – 31st December 2026.

The offer is promoted by City & Guilds.

By participating, customers agree to these Terms and Conditions.

City & Guilds reserves the right to amend, extend, or withdraw the offer at any time without prior notice.

## 2. Offer period

The offer is available for apprenticeship registrations between the period 1st June 2026 – 31st December 2026 only (the **Offer Period**).

## 3. Eligibility

The offer is available only:

- (1) to customers of City & Guilds end-point assessment service who are also a City & Guilds approved centre for delivery of the Functional Skills Qualification (as defined below); and
- (2) for apprentices who, during the Offer Period, the customer:
  - (i) registers onto a City & Guilds apprenticeship programme or standard; and
  - (ii) registers for an assessment for a Functional Skills Qualification (as defined below).

The offer is not available for apprentices registered outside of the Offer Period.

For information on how to become a customer of City & Guilds end-point assessment service, customers can visit our website, and for information on how to become a City & Guilds approved centre for delivery of the Functional Skills Qualifications, customers can visit this page on our website.

## 4. Scope of offer

The offer includes Level 1 and Level 2 Functional Skills in Mathematics (4748-04) and Level 1 and Level 2 Functional Skills in English (4748-02) only (each a **Functional Skills Qualification**) and excludes any other qualifications.

The offer covers the cost of the fee for the first assessment attempt for each Functional Skills Qualification only, and excludes all other costs connected with the Functional Skills Qualifications (including resits, RI service or other centre charges relating to exam management, which will incur charges).

The first assessment attempt sittings for the Functional Skills Qualifications can take place at any time up until 30<sup>th</sup> June 2027. Any assessment attempt sittings taking place after this date will be charged for at the standard rate.

## 5. Conditions of use

The offer is available only to customers and for apprentices who meet the eligibility criteria.

To use the offer, customers must ensure that apprenticeship registrations are accurate and that they complete a separate registration for each Functional Skills Qualification.

The offer is subject to a customer's compliance with its obligations as a provider and centre under applicable law and City & Guilds end-point assessment and centre contracts.

The offer cannot be applied retrospectively, is non-transferable and has no cash alternative. It also cannot be used in conjunction with any other promotion unless agreed in writing.

Customers must not market the offer in a misleading way.

## 6. Charges, billing and credits

There is no charge for Functional Skills Qualification registration or certification.

Whilst charges are applied when assessment attempts for Functional Skills Qualifications are booked, pursuant to this promotional offer, payment will not be taken for first assessment attempts. The charges for first assessment attempts will be reviewed and validated against eligible apprenticeship registrations, then credited

back to customers. Customers will not need to take any action to receive the credit due to them.

## **Promoter details**

City & Guilds Limited (reg. no. 16513878), whose registered office is Giltspur House, 5 – 6 Giltspur Street, London, England EC1A 9DE.

## Contact us

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## About City & Guilds

City & Guilds is the global skills partner, empowering people, organisations and economies to develop the skills they need for growth. With almost 150 years of trusted expertise, we support people into work, help them develop on the job and move into the next job.

We work with Governments, employers, training providers, colleges and industry stakeholders to design and deliver high-quality training, qualifications, assessments and credentials that lead to meaningful career progression. We understand the life changing link between skills development, social mobility and success. Our solutions span critical sectors including construction, engineering, transport, energy and electrical, serving over 1 million learners annually.

Through our comprehensive portfolio of brands and trusted global network, we set industry-wide standards for technical, behavioural and commercial skills to improve performance and productivity. We believe you can achieve your potential - and we're here to help make it happen.

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