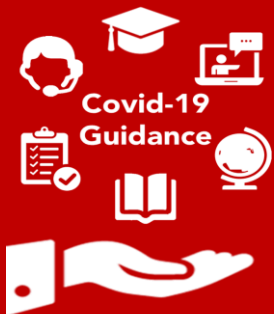


2021 – 2022 Adaptations

Automotive and Transport Maintenance

For the period of:
September 2021– August 2022





Version	Amendment type	Section
1.0 (September 2021)	Document created and published	All
1.1 (January 2022)	Link to new 'Remote Assessment Centre Guide' added	Throughout



Introduction

Over the past two years, since the Covid-19 pandemic began, City & Guilds has worked in consultation with regulators and other awarding organisations/bodies, implementing adaptations to normal assessment delivery procedures to ensure that learners were still able to receive valid and reliable results for assessments attempted in this period.

The government's intention is that assessments for Vocational and Technical Qualifications go ahead for the 2021/22 academic year. It is recognised that learners who will be taking assessments will have had significant disruption to their teaching and learning and they may need continued support in the face of any further disruption. Centres should plan to, and wherever possible, deliver all assessments in line with the requirements set out in City & Guilds handbooks and assessment materials. However, where this is not possible City & Guilds is permitted, under Ofqual's Vocational and technical qualifications contingency regulatory framework ([VCRF](#)) to devise adaptations that mitigate disruption caused by the pandemic to teaching, learning and assessment for learners.

This document sets out the most up-to-date qualification specific adaptations available and the conditions for their adoption. It provides details of what adaptations can be used to provide centres and learners with flexibility to support the delivery of assessment during these challenging times. It has been designed to complement the **City & Guilds Qualification assessment adaptation guidance** document which can be found on City & Guilds COVID-19 webpages.

What is adaptation?

Adaptations should only apply if a learner(s) is not able to be assessed in the way the assessment design intended. The adaptations are in relation to the conditions and controls for assessments, the delivery of the assessments, or in some instances the assessment methodology. This document specifies the adaptations that are permitted and the qualifications and assessments to which they apply. Where an adaptation is permitted it is indicated by ✓ and where there is no adaptation permitted or needed it is indicated by ✕.

Some adaptations that were in place during the 2020/21 academic year may have changed or been removed this academic year. These include the removal of:

- “test-at-home” interim solution for e-volve remote assessment for the 2020-21 academic year which is no longer available. For more information regarding Remote Invigilation, please see the latest guidance on the City & Guilds website for more information <https://www.cityandguilds.com/delivering-our-qualifications/exams-and-admin/remote-invigilation>
- use of alternative evidence for an externally assessed e-volve test
- use of alternative evidence for a practical skills assessment.

Centres are not permitted to make any further adaptation to the assessments beyond what is set out in this document.

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
600/2304/1	2463-02	City & Guilds Level 2 Certificate in Marine Construction, Systems Engineering and Maintenance
600/2306/5	2463-03	City & Guilds Level 3 Diploma in Marine Construction, Systems Engineering and Maintenance

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and understanding alone Externally marked Evolve test	201-203 301-303	✓ Remote invigilation only
Centre marked assignment for knowledge and understanding	204-213 304-315	✓ Remote assessment only
Assessment tasks for practical skills		×

What adaptations to assessments are permitted?**For e-volve tests:**

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For centre marked written-response questions/tests:

These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generate evidence that can be retained by the centre and authenticate that the responses are the learner's own.

Mark schemes/marking guidance and grade boundaries from tests should be used to mark the assessment and determine the final grade.



Please refer to our 'Remote Assessment Centre Guide' document available from the 'Quality Assurance' tab at www.cityandguilds.com/delivering-our-qualifications/centre-development/centre-document-library

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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
603/0348/7	2473-02	City & Guilds Level 2 Diploma in Boatbuilding (Foundation)
603/3369/8	2473-03	City & Guilds Level 3 Diploma in Boatbuilding (Advanced)
603/2237/8	2473-12	City & Guilds Level 2 Diploma in Marine Engineering (Foundation)
603/4726/0	2473-13	City & Guilds Level 3 Diploma in Marine Engineering (Advanced)



What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and understanding alone. Externally marked Evolve test	201-202, 208 301-302, 309, 351-352	✓ Remote invigilation only
Centre marked assignment for knowledge and understanding	203-207, 209-210 304-307, 353-355	✓ Remote assessment only
Assessment tasks for practical skills		×

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For e-volve tests:

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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
601/8128/X	3415-13	Level 3 Certificate of Professional Competence for Transport Managers (Road Haulage)
NA	3415-14	Level 3 Certificate and Diploma in Commercial Vehicle Fleet Management

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and understanding alone. Externally marked Evolve test (on-demand)	397	✓ Remote invigilation only
Assessments for knowledge and understanding alone. Dated entry written examination	399	×
Assessments for knowledge and understanding alone Centre devised assignments	304-310	×

What adaptations to assessments are permitted?

For e-volve tests:

Remote invigilation is available, please see the latest guidance on the City & Guilds website for more information <https://www.cityandguilds.com/delivering-our-qualifications/exams-and-admin/remote-invigilation>

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
601/8981/2	3428-02	City & Guilds Level 2 Award in MOT Testing (classes 4 and 7)
601/8982/4	3428-03	City & Guilds Level 3 Award in MOT Test Centre Management

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and understanding alone Externally marked Evolve test	298, 398	×
Assessments for practical skills. Centre marked assignment with majority practical	299	×

For e-volve tests:

Remote invigilation is **not** available. Where learners are able to continue to take the e-volve test safely in their normal assessment environment, the tests are still available to sit.

**Adaptations for:**

QAN	City & Guilds qualification number	City & Guilds qualification title
600/0660/2	3902-28	City & Guilds Level 2 Certificate in Cycle Mechanics

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for practical skills Centre marked assignment with majority practical	181-182, 184, 281-290	×

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
100/5240/9	4121-01	City & Guilds Level 4 Certificate in Advanced Automotive Diagnostic Techniques

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for practical skills. Centre marked assignment with majority practical.	600-602	×

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
600/1196/8	4150-02	City & Guilds Level 2 Diploma in Vehicle Parts Competence



What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	All	✓ Remote assessment only
Assessments for practical skills. Centre marked assignment with majority practical.	101,102,103,104,105,106,107,108, 109,110,111,112,113,114,115	×
Portfolio of evidence assessing competency	All portfolio units	✓ Remote assessment only

What adaptations to assessments are permitted?

For centre marked written-response questions/tests:

These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generate evidence that can be retained by the centre and authenticate that the responses are the learner's own.

Mark schemes/marking guidance and grade boundaries from tests should be used to mark the assessment and determine the final grade.

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Oral questioning/Q&A session must be carried out by an assessor who is occupationally competent and in a way that authenticates the responses are the learner's own. These will need to be recorded in written or verbal format and linked to the assessment criteria.



For portfolio of evidence assessing competency:

Remote assessment (live assessments where the learners are observed and assessed at the same time and not afterwards) is permitted for practical skill observations as an **alternative to direct observation**.

If assessment is undertaken remotely by video link, it must be completed in line with the remote assessment requirements set out below **and** those listed in our 'Remote Assessment Centre Guide' document available from the 'Quality Assurance' tab at www.cityandguilds.com/delivering-our-qualifications/centre-development/centre-document-library

- A vocationally competent employer or a vocationally competent senior member of staff must be present during the practical skills observation, for safety and to assist the assessor, on areas of clarification or where the assessor needs to see a close-up image
- Consent must be sought and retained as evidence from clients/customers and employers
- Assessors must complete standard assessment documentation as they would face-to-face
- Live assessments do not have to be recorded but if they are, the recording must adhere to the guidance as specified in our 'Remote Assessment Centre Guide' document available from the 'Quality Assurance' tab at www.cityandguilds.com/delivering-our-qualifications/centre-development/centre-document-library

Good practice tips for centres to consider:

It is best practice that direct observations take place as per usual with the assessor present in person – this is likely to produce the most trusted form of evidence. It is important to note that in some circumstances live video streaming may not be possible or desirable and may not provide the assessor with sufficient evidence to make an assessment decision – some examples of this may be complex diagnostic tasks, tasks that involve working deep inside an engine bay or that requires skills such as measurement, metalwork and paintwork, or where the assessor needs to check the work for quality and tolerances. Considerations should also be given to failures in technology and the need to promptly re-schedule assessment.

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
600/1199/3	4151-02	City & Guilds Level 2 Diploma in Vehicle Parts Principles
600/1200/6	4151-03	City & Guilds Level 3 Diploma in Vehicle Parts Principles

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	051, 053, 056	✓ Remote assessment only
Assessments for practical skills. Centre marked assignment with majority practical.	101,102,103,104,105,106,107,108, 109,110,111,112,113,114,115	×
Assessments for practical skills. Centre marked assignment with majority practical.	001, 003, 006	×

What adaptations to assessments are permitted?

For centre marked written-response questions/tests:

These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generate evidence that can be retained by the centre and authenticate that the responses are the learner's own.

Mark schemes/marking guidance and grade boundaries from tests should be used to mark the assessment and determine the final grade.

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Oral questioning/Q&A session must be carried out by an assessor who is occupationally competent and in a way that authenticates the responses are the learner's own. These will need to be recorded in written or verbal format and linked to the assessment criteria.

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
500/9975/9	4270-12	City & Guilds Level 2 Diploma in Light Vehicle Maintenance & Repair Competence
501/0017/8	4270-13	City & Guilds Level 3 Diploma in Light Vehicle Maintenance and Repair Competence

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	051,053, 054, 058	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	151,152,153,154,155, 158 161,162,163, 171, 172, 181, 268, 465	✓ Remote invigilation only
Portfolio of evidence assessing competency	All portfolio units	✓ Remote assessment only

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These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generate evidence that can be retained by the centre and authenticate that the responses are the learner's own.

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For portfolio of evidence assessing competency:

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circumstances live video streaming may not be possible or desirable and may not provide the assessor with sufficient evidence to make an assessment decision – some examples of this may be complex diagnostic tasks, tasks that involve working deep inside an engine bay or that requires skills such as measurement, metalwork and paintwork, or where the assessor needs to check the work for quality and tolerances. Considerations should also be given to failures in technology and the need to promptly re-schedule assessment.

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
501/0745/8	4270-22	City & Guilds Level 2 Diploma in Heavy Vehicle Maintenance and Repair Competence
500/9984/X	4270-23	City & Guilds Level 3 Diploma in Heavy Vehicle Maintenance and Repair Competence

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical	051, 053, 054, 056, 058	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	251, 252, 253, 254, 255, 257, 258, 261, 262, 263, 271, 272, 281, 456	✓ Remote invigilation only
Portfolio of evidence assessing competency	All portfolio units	✓ Remote assessment only

For e-volve tests:

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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
500/9990/5	4270-32	City & Guilds Level 2 Diploma in Motorcycle Maintenance & Repair Competence
501/0023/3	4270-33	City & Guilds Level 3 Diploma in Motorcycle Maintenance and Repair Competence

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical	051,053, 054, 056, 058	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	351, 352, 353, 354, 355, 357, 358, 362, 372, 486	✓ Remote invigilation only
Portfolio of evidence assessing competency	All portfolio units	✓ Remote assessment only



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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
501/0322/2	4270-52	City & Guilds Level 2 Diploma in Vehicle Fitting Competence

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical	051,053, 054, 058, 653	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	151, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563	✓ Remote invigilation only



Portfolio of evidence assessing competency	All portfolio units	✓ Remote assessment only
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For portfolio of evidence assessing competency:

Remote assessment (live assessments where the learners are observed and assessed at the same time and not afterwards) is permitted for practical skill observations as an **alternative to direct observation**.



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- A vocationally competent employer or a vocationally competent senior member of staff must be present during the practical skills observation, for safety and to assist the assessor, on areas of clarification or where the assessor needs to see a close-up image
- Consent must be sought and retained as evidence from clients/customers and employers
- Assessors must complete standard assessment documentation as they would face-to-face
- Live assessments do not have to be recorded but if they are, the recording must adhere to the guidance as specified in our 'Remote Assessment Centre Guide' document available from the 'Quality Assurance' tab at www.cityandguilds.com/delivering-our-qualifications/centre-development/centre-document-library

Good practice tips for centres to consider:

It is best practice that direct observations take place as per usual with the assessor present in person – this is likely to produce the most trusted form of evidence. It is important to note that in some circumstances live video streaming may not be possible or desirable and may not provide the assessor with sufficient evidence to make an assessment decision – some examples of this may be complex diagnostic tasks, tasks that involve working deep inside an engine bay or that requires skills such as measurement, metalwork and paintwork, or where the assessor needs to check the work for quality and tolerances. Considerations should also be given to failures in technology and the need to promptly re-schedule assessment.

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
501/0022/1	4271-12	City & Guilds Level 2 Diploma in Accident Repair - Body Competence
500/9987/5	4271-22	City & Guilds Level 2 Diploma in Accident Repair Paint Competence

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical	051, 053, 054	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	151, 152, 155, 156, 169, 170, 171, 174, 175, 251, 253, 254, 256	✓ Remote invigilation only
Portfolio of evidence assessing competency	All portfolio units	✓ Remote assessment only

For e-volve tests:

Remote invigilation is available, please see the latest guidance on the City & Guilds website for more information <https://www.cityandguilds.com/delivering-our-qualifications/exams-and-admin/remote-invigilation>

For centre marked written-response questions/tests:

These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generate evidence that can be retained by the centre and authenticate that the responses are the learner's own.

Mark schemes/marking guidance and grade boundaries from tests should be used to mark the assessment and determine the final grade.



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For centre marked assignments/tasks assessing knowledge and understanding:

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Please refer to our 'Remote Assessment Centre Guide' document available from the 'Quality Assurance' tab at www.cityandguilds.com/delivering-our-qualifications/centre-development/centre-document-library

For portfolio of evidence assessing competency:

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- Assessors must complete standard assessment documentation as they would face-to-face
- Live assessments do not have to be recorded but if they are, the recording must adhere to the guidance as specified in our 'Remote Assessment Centre Guide' document available from the 'Quality Assurance' tab at www.cityandguilds.com/delivering-our-qualifications/centre-development/centre-document-library

Good practice tips for centres to consider:

It is best practice that direct observations take place as per usual with the assessor present in person – this is likely to produce the most trusted form of evidence. It is important to note that in some circumstances live video streaming may not be possible or desirable and may not provide the



assessor with sufficient evidence to make an assessment decision – some examples of this may be complex diagnostic tasks, tasks that involve working deep inside an engine bay or that requires skills such as measurement, metalwork and paintwork, or where the assessor needs to check the work for quality and tolerances. Considerations should also be given to failures in technology and the need to promptly re-schedule assessment.

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
500/9991/7	4271-13	City & Guilds Level 3 Diploma in in Accident Repair Body Competence
500/9988/7	4271-23	City & Guilds Level 3 Diploma in Accident Repair Paint Competence
501/0128/6	4271-33	City & Guilds Level 3 Diploma in Accident Repair MET Competence
600/6443/2	4271-43	City & Guilds Level 3 Diploma In Vehicle Damage Assessor Competence

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	051,053, 054, 056, 058	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	163, 164, 167, 169, 170, 171, 172, 173, 174, 175, 176, 251, 253, 254, 257, 259, 263, 354, 355, 356, 466, 467, 468	✓ Remote invigilation only
Portfolio of evidence assessing competency	All portfolio units	✓ Remote assessment only



For e-volve tests:

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For centre marked assignments/tasks assessing knowledge and understanding:

These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generate evidence that can be retained by the centre and authenticate that the responses are the learner's own

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For portfolio of evidence assessing competency:

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Good practice tips for centres to consider:

It is best practice that direct observations take place as per usual with the assessor present in person – this is likely to produce the most trusted form of evidence. It is important to note that in some circumstances live video streaming may not be possible or desirable and may not provide the assessor with sufficient evidence to make an assessment decision – some examples of this may be complex diagnostic tasks, tasks that involve working deep inside an engine bay or that requires skills such as measurement, metalwork and paintwork, or where the assessor needs to check the work for quality and tolerances. Considerations should also be given to failures in technology and the need to promptly re-schedule assessment.

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
600/1216/X	4277-01	City & Guilds Level 2 Award In Knowledge of Employee Rights and Responsibilities for the Automotive Sector

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for occupational competency Portfolio of evidence	201	✓ Remote assessment only



What adaptations to assessments are permitted?

For portfolio of evidence assessing competency:

Remote assessment (live assessments where the learners are observed and assessed at the same time and not afterwards) is permitted for practical skill observations as an **alternative to direct observation**.

If assessment is undertaken remotely by video link, it must be completed in line with the remote assessment requirements set out below **and** those listed in our 'Remote Assessment Centre Guide' document available from the 'Quality Assurance' tab at www.cityandguilds.com/delivering-our-qualifications/centre-development/centre-document-library

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- Live assessments do not have to be recorded but if they are, the recording must adhere to the guidance as specified in our 'Remote Assessment Centre Guide' document available from the 'Quality Assurance' tab at www.cityandguilds.com/delivering-our-qualifications/centre-development/centre-document-library

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
501/1010/X	4290-11	City & Guilds Level 1 Diploma in Vehicle Maintenance
501/1230/2	4290-11	City & Guilds Level 1 Certificate in Vehicle Maintenance

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical	All	✓ Remote assessment only



Assessments for knowledge and understanding alone. Externally marked Evolve test	All	✓ Remote invigilation only
Assessments for practical skills. Centre marked assignment with majority practical	All	×
Assessments for practical skills ('Generic units') Centre marked assignment with majority practical	All	×

For e-volve tests:

Remote invigilation is available, please see the latest guidance on the City & Guilds website for more information <https://www.cityandguilds.com/delivering-our-qualifications/exams-and-admin/remote-invigilation>

For centre marked written-response questions/tests:

These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generate evidence that can be retained by the centre and authenticate that the responses are the learner's own.

Mark schemes/marking guidance and grade boundaries from tests should be used to mark the assessment and determine the final grade.

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Oral questioning/Q&A session must be carried out by an assessor who is occupationally competent and in a way that authenticates the responses are the learner's own. These will need to be recorded in written or verbal format and linked to the assessment criteria.



For centre marked assignments/tasks assessing knowledge and understanding:

These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generate evidence that can be retained by the centre and authenticate that the responses are the learner's own

Please refer to our 'Remote Assessment Centre Guide' document available from the 'Quality Assurance' tab at www.cityandguilds.com/delivering-our-qualifications/centre-development/centre-document-library

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
500/9707/6	4290-12	City & Guilds Level 2 Diploma in Light Vehicle Maintenance & Repair Principles
501/0019/1	4290-13	City & Guilds Level 3 Diploma in Light Vehicle Maintenance and Repair Principles
600/1177/4	4290-17	City & Guilds Level 2 Certificate in Light Vehicle Maintenance and Repair Principles
500/9982/6	4290-22	City & Guilds Level 2 Diploma in Heavy Vehicle Maintenance and Repair Principles
500/9983/8	4290-23	City & Guilds Level 3 Diploma in Heavy Vehicle Maintenance and Repair Principles
501/0288/6	4290-32	City & Guilds Level 2 Diploma in Motorcycle Maintenance and Repair Principles
501/0021/X	4290-33	City & Guilds Level 3 Diploma in Motorcycle Maintenance and Repair Principles
501/0748/3	4290-52	City & Guilds Level 2 Diploma in Vehicle Fitting Principles
600/1448/9	4290-52	City & Guilds Level 2 Certificate in Vehicle Fitting Principles

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	051,053,054,056,058, 081	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	151,152,153,154,155,157,158,161,162,163,171,172,181,268,352,076,077, 351, 353, 354, 372, 357, 358, 362, 486 456,551,552,553,554,555,556,557,558,559,560,561,562,563, 653	✓ Remote invigilation only
Assessments for practical skills. Centre marked assignment with majority practical	026,027,101,102,103,104,105,107,108,111,113,121,131,112,218, 224, 225, 301, 302, 303, 304, 305, 307, 406, 501, 502, 503, 504, 507, 508, 509, 510, 511, 512, 513,544,551, 553,594,603,701,702,703,704,705,706,707,708,709,712,713,722,801-822	×
Assessments for practical skills ('Generic units'). Centre marked assignment with majority practical.	001,003,004,006,008, 031	×

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For centre marked written-response questions/tests:

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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
600/5221/1	4290-70	City & Guilds Level 2 Award in Hybrid Electric Vehicle Operation and Maintenance
600/5220/X	4290-71	City & Guilds Level 3 Award in Hybrid Electric Vehicle Repair and Replacement

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for practical skills. Centre marked assignment with majority practical.	722, 723	x

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
501/1104/8	4291-11	City & Guilds Level 1 Diploma in Accident Repair Body

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	All	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	All	✓ Remote invigilation only
Assessments for practical skills. Centre marked assignment with majority practical.	All	×
Assessments for practical skills ('Generic units'). Centre marked assignment with majority practical.	All	×

For e-volve tests:

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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
501/0016/6	4291-12	City & Guilds Level 2 Diploma in Accident Repair - Body Principles
501/0618/1	4291-13	City & Guilds Level 3 Diploma in Accident Repair Body Principles

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone.	051,053,054,056,058, 081	✓ Remote assessment only



Centre marked assignment/test with little or no practical		
Assessments for knowledge and understanding alone. Externally marked Evolve test	076,151,152,155,156, 157, 163,164,167,169,170, 171,172,173,174,175, 176,177,268	✓ Remote invigilation only
Assessments for practical skills. Centre marked assignment with majority practical	026,101,102,105,106,113,114,117,119, 120, 121,122,123, 124, 125, 109,159,102,107,218,710,712-723, 801-822	×
Assessments for practical skills ('Generic units') Centre marked assignment with majority practical	001,003,004,006,008, 031	×

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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
501/1107/3	4291-21	City & Guilds Level 1 Diploma in Accident Repair Paint

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	All	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	All	✓ Remote invigilation only
Assessments for practical skills	All	×



Centre marked assignment with majority practical		
Assessments for practical skills ('Generic units') Centre marked assignment with majority practical	All	×

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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
501/1107/3	4291-21	City & Guilds Level 1 Diploma in Accident Repair Paint
500/9985/1	4291-22	City & Guilds Level 2 Diploma in Accident Repair Paint Principles
500/9985/1	4291-22	City & Guilds Level 2 Diploma in Accident Repair Paint Principles
500/9989/9	4291-23	City & Guilds Level 3 Diploma in Accident Repair Paint Principles

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone Centre marked assignment/test with little or no practical	051,053, 081	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	076,152, 251,252,253,254, 256,257, 259, 263, 268	✓ Remote invigilation only
Assessments for practical skills.	102,109,159,026 201,202,203,204,206,207,209,213,218,710,594,712,713,714,715,718,720, 721,723, 801-822	×



Centre marked assignment with majority practical		
Assessments for practical skills ('Generic units'). Centre marked assignment with majority practical	001, 003, 031	×

For e-volve tests:

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Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
501/0124/9	4291-32	City & Guilds Level 2 Diploma in Accident Repair MET Principles

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and/or understanding alone. Centre marked assignment/test with little or no practical.	051,053,054	✓ Remote assessment only
Assessments for knowledge and understanding alone. Externally marked Evolve test	351,352,353,354,355, 356	✓ Remote invigilation only
Assessments for practical skills. Centre marked assignment with majority practical.	301,302,303,304,305, 306,311,710	×
Assessments for practical skills ('Generic units'). Centre marked assignment with majority practical.	001,003,004	×

For e-volve tests:

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These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generate evidence that can be retained by the centre and authenticate that the responses are the learner's own.

Mark schemes/marking guidance and grade boundaries from tests should be used to mark the assessment and determine the final grade.

Please refer to our 'Remote Assessment Centre Guide' document available from the 'Quality Assurance' tab at www.cityandguilds.com/delivering-our-qualifications/centre-development/centre-document-library

Where remote assessment is not an option, centres can assess learners 1:1 via oral questioning. The test content should be used as a basis for the questioning, where questions have images or tables, these can either be shared discretely from the test, an alternative equivalent image sourced or the questions can be rephrased around the image.

Oral questioning/Q&A session must be carried out by an assessor who is occupationally competent and in a way that authenticates the responses are the learner's own. These will need to be recorded in written or verbal format and linked to the assessment criteria.

For centre marked assignments/tasks assessing knowledge and understanding:

These can be taken remotely by learners provided they are supervised and the centre has software or processes that maintain the security of the assessment materials, generate evidence that can be retained by the centre and authenticate that the responses are the learner's own

Please refer to our 'Remote Assessment Centre Guide' document available from the 'Quality Assurance' tab at www.cityandguilds.com/delivering-our-qualifications/centre-development/centre-document-library

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
603/0846/1	6497-02	City & Guilds Level 2 Diploma in Rail Engineering Operative Knowledge
603/1170/8	6499-02	City & Guilds Level 2 Diploma in Rail Engineering Operative Competence
603/0407/8	6499-03	Level 3 Diploma for Rail Engineering Technicians Competence

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Centre devised and marked assignment with little or no practical	201, 202, 203	×
Portfolio of evidence assessing competency	All portfolio units	✓ Remote assessment only

For portfolio of evidence assessing competency:

Remote assessment (live assessments where the learners are observed and assessed at the same time and not afterwards) is permitted for practical skill observations as an **alternative to direct observation**.

If assessment is undertaken remotely by video link, it must be completed in line with the remote assessment requirements set out below **and** those listed in our 'Remote Assessment Centre Guide' document available from the 'Quality Assurance' tab at www.cityandguilds.com/delivering-our-qualifications/centre-development/centre-document-library

- A vocationally competent employer or a vocationally competent senior member of staff must be present during the practical skills observation, for safety and to assist the assessor, on areas of clarification or where the assessor needs to see a close-up image
- Consent must be sought and retained as evidence from clients/customers and employers
- Assessors must complete standard assessment documentation as they would face-to-face
- Live assessments do not have to be recorded but if they are, the recording must adhere to the guidance as specified in our 'Remote Assessment Centre Guide' document available from the 'Quality Assurance' tab at www.cityandguilds.com/delivering-our-qualifications/centre-development/centre-document-library

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
TBC	7270-12	Level 2 Diploma in Light Vehicle Maintenance and Repair Competence
TBC	7270-13	Level 3 Diploma in Light Vehicle Maintenance and Repair Competence

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and understanding alone. Externally marked Evolve test	All evolve units	✓ Remote invigilation only
Assessments for practical skills. Centre marked assignment with majority practical.	All centre-marked assignment units	×

For e-evolve tests:

Remote invigilation is available, please see the latest guidance on the City & Guilds website for more information <https://www.cityandguilds.com/delivering-our-qualifications/exams-and-admin/remote-invigilation>

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
TBC	7290-01	Level 1 Award in Introduction to Electric and Hybrid Vehicle High Energy Systems
TBC	7290-02	Level 2 Award in Safe Maintenance of Electric and Hybrid Vehicles
TBC	7290-03	Level 3 Award in Component Removal and Replacement in Electric and Hybrid Vehicles
TBC	7290-04	Level 4 Award in Diagnosis and Rectification of Faults in Electric and Hybrid Vehicles
TBC	7290-10	Level 1 Certificate in Vehicle Maintenance
TBC	7290-11	Level 1 Diploma in Vehicle Maintenance
TBC	7290-12	Level 2 Diploma in Light Vehicle Maintenance and Repair Principles

TBC	7290-13	Level 3 Diploma in Light Vehicle Maintenance and Repair Principles
TBC	7290-17	Level 2 Certificate in Light Vehicle Maintenance and Repair Principles
TBC	7290-63	Level 3 Award in Component Removal and Replacement in Hydrogen Fuel Cell Electric Vehicles
TBC	7290-64	Level 4 Award in Diagnosis and Rectification of Faults in Hydrogen Fuel Cell Electric Vehicles
TBC	7290-72	Level 2 Award in Hazard Management of Electric and Hybrid Vehicles

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Assessments for knowledge and understanding alone. Externally marked Evolve test	All evolve units	✓ Remote invigilation only
Assessments for practical skills. Centre marked assignment with majority practical.	All centre-marked assignment units	×

For e-evolve tests:

Remote invigilation is available, please see the latest guidance on the City & Guilds website for more information <https://www.cityandguilds.com/delivering-our-qualifications/exams-and-admin/remote-invigilation>

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
500/3336/0	7543-01	City & Guilds Level 3 Award in Basic Mobile Air Conditioning

What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Portfolio of evidence assessing competency	001, 002	×

Adaptations for:

QAN	City & Guilds qualification number	City & Guilds qualification title
500/9557/2	7596-23	City & Guilds Level 2 NVQ Diploma in Rail Services (Driving)
501/2174/1	7597-01	City & Guilds Level 2 Certificate in Rail Engineering Underpinning Knowledge
600/0964/0	7597-10	City & Guilds Level 3 NVQ Certificate In Rail Engineering Traction and Rolling Stock
600/0963/9	7597-12	City & Guilds Level 2 NVQ Certificate In Rail Engineering Track Maintenance
600/1076/9	7597-52	City & Guilds Level 2 NVQ Diploma In Rail Engineering Track Maintenance
600/2650/9	7598-01	City & Guilds Level 3 NVQ Diploma In Rail Services



What adaptations are permitted for assessments?

Outstanding assessments	Assessment component numbers	Adaptation
Centre devised and marked assignment with little or no practical	001-004	×
Portfolio of evidence assessing competency	All portfolio units	✓ Remote assessment only

For portfolio of evidence assessing competency:

Remote assessment (live assessments where the learners are observed and assessed at the same time and not afterwards) is permitted for practical skill observations as an **alternative to direct observation**.

If assessment is undertaken remotely by video link, it must be completed in line with the remote assessment requirements set out below **and** those listed in our 'Remote Assessment Centre Guide' document available from the 'Quality Assurance' tab at www.cityandguilds.com/delivering-our-qualifications/centre-development/centre-document-library

- A vocationally competent employer or a vocationally competent senior member of staff must be present during the practical skills observation, for safety and to assist the assessor, on areas of clarification or where the assessor needs to see a close-up image
- Consent must be sought and retained as evidence from clients/customers and employers
- Assessors must complete standard assessment documentation as they would face-to-face
- Live assessments do not have to be recorded but if they are, the recording must adhere to the guidance as specified in our 'Remote Assessment Centre Guide' document available from the 'Quality Assurance' tab at www.cityandguilds.com/delivering-our-qualifications/centre-development/centre-document-library



Appendices

Appendix A

List of qualifications where adaptation of assessments is permitted

Please see relevant qualification section for specific permitted adaptations

QAN	City & Guilds qualification number	City & Guilds qualification title
600/2304/1	2463-02	City & Guilds Level 2 Certificate in Marine Construction, Systems Engineering and Maintenance
600/2306/5	2463-03	City & Guilds Level 3 Diploma in Marine Construction, Systems Engineering and Maintenance
603/0348/7	2473-02	City & Guilds Level 2 Diploma in Boatbuilding (Foundation)
603/3369/8	2473-03	City & Guilds Level 3 Diploma in Boatbuilding (Advanced)
603/2237/8	2473-12	City & Guilds Level 2 Diploma in Marine Engineering (Foundation)
603/4726/0	2473-13	City & Guilds Level 3 Diploma in Marine Engineering (Advanced)
601/8128/X	3415-13	Level 3 Certificate of Professional Competence for Transport Managers (Road Haulage)
NA	3415-14	Level 3 Certificate and Diploma in Commercial Vehicle Fleet Management
600/1196/8	4150-02	City & Guilds Level 2 Diploma in Vehicle Parts Competence
600/1199/3	4151-02	City & Guilds Level 2 Diploma in Vehicle Parts Principles
600/1200/6	4151-03	City & Guilds Level 3 Diploma in Vehicle Parts Principles
500/9975/9	4270-12	City & Guilds Level 2 Diploma in Light Vehicle Maintenance & Repair Competence



501/0017/8	4270-13	City & Guilds Level 3 Diploma in Light Vehicle Maintenance and Repair Competence
501/0745/8	4270-22	City & Guilds Level 2 Diploma in Heavy Vehicle Maintenance and Repair Competence
500/9984/X	4270-23	City & Guilds Level 3 Diploma in Heavy Vehicle Maintenance and Repair Competence
500/9990/5	4270-32	City & Guilds Level 2 Diploma in Motorcycle Maintenance & Repair Competence
501/0023/3	4270-33	City & Guilds Level 3 Diploma in Motorcycle Maintenance and Repair Competence
501/0322/2	4270-52	City & Guilds Level 2 Diploma in Vehicle Fitting Competence
501/0022/1	4271-12	City & Guilds Level 2 Diploma in Accident Repair - Body Competence
500/9987/5	4271-22	City & Guilds Level 2 Diploma in Accident Repair Paint Competence
500/9991/7	4271-13	City & Guilds Level 3 Diploma in in Accident Repair Body Competence
500/9988/7	4271-23	City & Guilds Level 3 Diploma in Accident Repair Paint Competence
501/0128/6	4271-33	City & Guilds Level 3 Diploma in Accident Repair MET Competence
600/6443/2	4271-43	City & Guilds Level 3 Diploma In Vehicle Damage Assessor Competence
600/1216/X	4277-01	City & Guilds Level 2 Award In Knowledge of Employee Rights and Responsibilities for the Automotive Sector
501/1010/X	4290-11	City & Guilds Level 1 Diploma in Vehicle Maintenance
501/1230/2	4290-11	City & Guilds Level 1 Certificate in Vehicle Maintenance
500/9707/6	4290-12	City & Guilds Level 2 Diploma in Light Vehicle Maintenance & Repair Principles

501/0019/1	4290-13	City & Guilds Level 3 Diploma in Light Vehicle Maintenance and Repair Principles
600/1177/4	4290-17	City & Guilds Level 2 Certificate in Light Vehicle Maintenance and Repair Principles
500/9982/6	4290-22	City & Guilds Level 2 Diploma in Heavy Vehicle Maintenance and Repair Principles
500/9983/8	4290-23	City & Guilds Level 3 Diploma in Heavy Vehicle Maintenance and Repair Principles
501/0288/6	4290-32	City & Guilds Level 2 Diploma in Motorcycle Maintenance and Repair Principles
501/0021/X	4290-33	City & Guilds Level 3 Diploma in Motorcycle Maintenance and Repair Principles
501/0748/3	4290-52	City & Guilds Level 2 Diploma in Vehicle Fitting Principles
600/1448/9	4290-52	City & Guilds Level 2 Certificate in Vehicle Fitting Principles
600/5221/1	4290-70	City & Guilds Level 2 Award in Hybrid Electric Vehicle Operation and Maintenance
600/5220/X	4290-71	City & Guilds Level 3 Award in Hybrid Electric Vehicle Repair and Replacement
501/1104/8	4291-11	City & Guilds Level 1 Diploma in Accident Repair Body
501/0016/6	4291-12	City & Guilds Level 2 Diploma in Accident Repair - Body Principles
501/0618/1	4291-13	City & Guilds Level 3 Diploma in Accident Repair Body Principles
501/1107/3	4291-21	City & Guilds Level 1 Diploma in Accident Repair Paint
501/1107/3	4291-21	City & Guilds Level 1 Diploma in Accident Repair Paint
500/9985/1	4291-22	City & Guilds Level 2 Diploma in Accident Repair Paint Principles



500/9985/1	4291-22	City & Guilds Level 2 Diploma in Accident Repair Paint Principles
500/9989/9	4291-23	City & Guilds Level 3 Diploma in Accident Repair Paint Principles
501/0124/9	4291-32	City & Guilds Level 2 Diploma in Accident Repair MET Principles
603/0846/1	6497-02	City & Guilds Level 2 Diploma in Rail Engineering Operative Knowledge
603/1170/8	6499-02	City & Guilds Level 2 Diploma in Rail Engineering Operative Competence
603/0407/8	6499-03	6499-03 Level 3 Diploma for Rail Engineering Technicians Competence
TBC	7270-12	Level 2 Diploma in Light Vehicle Maintenance and Repair Competence
TBC	7270-13	Level 3 Diploma in Light Vehicle Maintenance and Repair Competence
TBC	7290-01	Level 1 Award in Introduction to Electric and Hybrid Vehicle High Energy Systems
TBC	7290-02	Level 2 Award in Safe Maintenance of Electric and Hybrid Vehicles
TBC	7290-03	Level 3 Award in Component Removal and Replacement in Electric and Hybrid Vehicles
TBC	7290-04	Level 4 Award in Diagnosis and Rectification of Faults in Electric and Hybrid Vehicles
TBC	7290-10	Level 1 Certificate in Vehicle Maintenance
TBC	7290-11	Level 1 Diploma in Vehicle Maintenance
TBC	7290-12	Level 2 Diploma in Light Vehicle Maintenance and Repair Principles
TBC	7290-13	Level 3 Diploma in Light Vehicle Maintenance and Repair Principles



TBC	7290-17	Level 2 Certificate in Light Vehicle Maintenance and Repair Principles
TBC	7290-63	Level 3 Award in Component Removal and Replacement in Hydrogen Fuel Cell Electric Vehicles
TBC	7290-64	Level 4 Award in Diagnosis and Rectification of Faults in Hydrogen Fuel Cell Electric Vehicles
TBC	7290-72	Level 2 Award in Hazard Management of Electric and Hybrid Vehicles
500/9557/2	7596-23	City & Guilds Level 2 NVQ Diploma in Rail Services (Driving)
600/0964/0	7597-10	City & Guilds Level 3 NVQ Certificate In Rail Engineering Traction and Rolling Stock
600/0963/9	7597-12	City & Guilds Level 2 NVQ Certificate In Rail Engineering Track Maintenance
600/1076/9	7597-52	City & Guilds Level 2 NVQ Diploma In Rail Engineering Track Maintenance
600/2650/9	7598-01	City & Guilds Level 3 NVQ Diploma In Rail Services



Appendix B

List of qualifications where no adaptations are needed or permitted

QAN	City & Guilds qualification number	City & Guilds qualification title
601/8981/2	3428-02	City & Guilds Level 2 Award in MOT Testing (classes 4 and 7)
601/8982/4	3428-03	City & Guilds Level 3 Award in MOT Test Centre Management
600/0660/2	3902-28	City & Guilds Level 2 Certificate in Cycle Mechanics
100/5240/9	4121-01	City & Guilds Level 4 Certificate in Advanced Automotive Diagnostic Techniques
500/3336/0	7543-01	City & Guilds Level 3 Award in Basic Mobile Air Conditioning
501/2174/1	7597-01	City & Guilds Level 2 Certificate in Rail Engineering Underpinning Knowledge

Further Guidance and Support

For all queries relating to this guidance and arrangements, contact the Customer Support Team at City & Guilds, who are available Monday to Friday 8am to 6pm excluding UK public holidays.



centresupport@cityandguilds.com



01924 930800

Calls cost 7 pence per minute plus your telephone company's access charge.

For specific queries, including those in relation to quality assurance, please contact your allocated quality team via email or on 0300 303 53 52.

Related documents, Ofqual guidance and updates can be found on our website here:

www.cityandguilds.com/covid-19

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