

**26 January 2021**

**March exams - 2396 402 Level 4 Electrical**

Dear Centre Contact,

We are contacting you as your centre has made entries on our upcoming 2396-402 'Level 4 Design, Construction Management and Initial Verification of Electrical Installations' March examination.

We would like to clarify and confirm that City & Guilds still plan to offer this assessment opportunity. We feel it is best to give you, our centres, and your learners the opportunity to take this assessment. We understand that some learners who intended to take this assessment may not be able to do so, however we do not want to disadvantage any learners who are assessment ready, by cancelling the exam.

It is not mandatory for these examinations to take place, but we are keen to continue to offer examination opportunities to any candidates who may be ready for assessment, particularly where achieving these qualifications impacts their progression and employment prospects.

Where examinations do take place, it is important to note that they should only take place where:

- they can be delivered safely by centres and in line with public health information and guidance
- candidates feel that they have had sufficient teaching and learning and feel well prepared to take the exam
- candidates feel comfortable and safe taking the examination and are not putting themselves or others at risk.

All invigilated exam expectations and procedures must be followed as per normal and exams may be subject to exam-day inspections.

The date for our March exam and following opportunities after March to take this exam can be found below:

<b>Exam Number</b>	<b>Exam title</b>	<b>Date/time</b>
2396-402	Level 4 Design, Construction Management and Initial Verification of Electrical Installations	11 March 2021, 6:30-9:30pm
		10 June 2021, 6:30-9:30pm
		2 December 2021, 6:30-9:30pm

If you have any further questions, please do not hesitate to contact our customer service team via [centresupport@cityandguilds.com](mailto:centresupport@cityandguilds.com)