

## Wave 3 update

### Engineering and Manufacturing Management and Administration

#### Welcome to your Wave three T Level quarterly e-bulletin.

We are delighted to announce that the Institute for Apprenticeships and Technical Education (the institute) and the Department for Education (DfE) has awarded City & Guilds to be the delivery partner for the new T Level technical qualifications (TQs) in Engineering and Manufacturing, and Management and Administration. The development of the TQs is underway, with first teaching of these new qualifications to take place from September 2022.

#### What are T Levels?

T Levels are new courses which follow GCSEs and are equivalent to three A levels. These two-year courses, first launched in September 2020, have been developed in collaboration with employers and providers so that the content meets the needs of industry and prepares learners for work, further training or study.



T Levels offer learners a combination of classroom learning and 'on-the-job' experience during an industry placement of at least 315 hours (approximately 45 days). T Levels are based on the same standards as apprenticeships and will be approved by the institute and accredited by Ofqual. Our quarterly e-bulletin will keep you informed as we develop the TQs. It will also provide policy updates from us, the government and from stakeholders involved in the development of T Levels. Our e-bulletins will also include key dates for your diary.

#### Stay up-to-date

You can also stay up-to-date by updating your email preferences and signing up for T Level updates by clicking on the relevant button(s) below.

[Update my email preference](#)
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#### Get involved with the development of T Levels

As we get ready for T Level delivery, we are collaborating with providers on developing the TQs, and we would also love your input.

##### There is opportunity to get involved in three areas, including:

- the design of the TQs - including determining the guided learning hours (GLH) and amplification of content
- the development of assessment which will detail how the qualification assessments will be designed and delivered
- the review and validation of the TQs and sample assessments to ensure coverage and manageability is at the correct level for you as a Provider and your learners.

To find out how you can help shape the T Level qualification, email our Development team at [qualdevelopment@cityandguilds.com](mailto:qualdevelopment@cityandguilds.com)

#### Provider approval update

All eligible providers will be required to complete the TQ Approval Application, and our Quality team will be in contact to discuss this later this year.

Our Quality team will be on hand to support you throughout the approval process, and all eligible providers will be able to discuss their approval application via email, telephone or web chat with our team. Although there will be an application form to complete, we'll be focusing support to all eligible providers through our team of TQ Approval Consultants (TQAs). They will have the relevant occupational and quality assurance experience to carry out the approval of the TQ. Our TQAs will also be on hand to guide and support eligible providers with queries relating to the TQ approval criteria, delivery and assessment of the TQ and the T Level programme.



Our approval process is split into two stages. First is the pre-approval support window which runs from December through to February. This gives you access to our TQAs who can support with initial preparation and provide informal guidance and support. We then open the approval window in late February. You may find it useful to view the timeline for Wave two [here](#). However, we will publish more details about the approval process for Wave three in the Autumn.

#### Click on the accordions below to read more about each of the following topics:

[Engineering and Manufacturing](#)

[Management and Administration](#)

[Technical Qualifications Development Update](#)

[General Updates](#)


#### Join our Employer Industry Board

We are looking for new employers to join our Employer Industry Board (EIB) and/or support us with our T Level qualification development work. Our EIBs are formed of a group of trusted representatives from a range of sectors.

The group meets periodically (remotely for now) to feed into T Levels for 16-19-year-olds, apprenticeships and the review of existing programmes.

The EIB is comprised of employers, professional associations, and other sector bodies and specialists to ensure our products and services are fit for purpose and meet the requirements of our industries. Members will receive a digital credential as EIB advocates.

To learn more, join our EIB and/or work with us on the T Level development, please visit our dedicated employer webpage for more information.

[Visit our Employer webpage](#)

#### Alternatively, email our dedicated Industry Managers:


◆ Management and Administration - [karen.murphy-ryan@cityandguilds.com](mailto:karen.murphy-ryan@cityandguilds.com)

◆ Engineering T Levels EIB - [scott.wilkins@cityandguilds.com](mailto:scott.wilkins@cityandguilds.com) and [robert.stott@cityandguilds.com](mailto:robert.stott@cityandguilds.com)

We would encourage all providers to share this information with their employer networks to work with us to ensure the qualifications are fully fit for purpose, raise awareness of T Levels, and promote industrial placements. We would also be happy to work with providers to support employer engagement in all aspects of T Levels.


#### Contact us

You can contact our Technicals Quality team from 08.30 to 17.00 Monday to Friday on the details below:

 0300 303 53 52 (Please select option 2, then option 3)

 [technicals.quality@cityandguilds.com](mailto:technicals.quality@cityandguilds.com)

 Webchat: available at [cityandguilds.com/tlevels](https://www.cityandguilds.com/tlevels)

 Alternatively, you can find out more on our website at [cityandguilds.com/tlevels](https://www.cityandguilds.com/tlevels)

Please share this e-bulletin with your colleagues delivering T Levels and encourage them to [sign-up via our website](#).

Our T Level wave 2 past e-bulletins can be viewed on our [T Levels website](#) – under the **communication archive accordion**.

Best wishes,  
T Levels team



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