

T Level Technical Qualification in Management and Administration

2022-2023 Key dates schedule

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Version	Change detail	Section/Page
Version 1.1	Inserted separated Employer-Set Project (ESP) assessment and Core Exam Paper 1 and 2 assessment entry (booking) period tables.	Summer 2023 / p4
Version 1.1	Amended date for access to scripts – support review of marking & teaching and learning. Dates aligned to release of results to students.	Summer 2023 / p5
Version 1.2	Amended date for access to scripts – support review of marking & teaching and learning. Scripts will be available within 10 working days of release of results to students.	Summer 2023 / p5

1. Enrolment

Registrations (for students enrolling in September 2022)

Standard student registration period	1 September 2022 to 1 November 2022
Late student registration period	2 November 2022 to 23 December 2022
Very late student registration period	24 December 2022 to 31 July 2023
Applications for reasonable adjustments	To be submitted at the point of entry to the assessment and so aligns with the entry deadlines given in this document

Students must be registered to make an assessment entry (booking).

2. Assessments

Assessment Number	Assessment Title	Assessment Type	Available
8715-031	Core: Exam paper 1	Core	Autumn Summer
8715-032	Core: Exam paper 2	Core	Autumn Summer
8715-033	Core: Employer-Set Project	Core	Autumn Summer

3. Summer Series 2023

Core Assessments

- Employer-Set Project
- Exam Paper 1 and Paper 2

Employer-Set Project (ESP)

Summer 2023 assessment entry (booking)

Standard assessment entry period	2 January 2023 to 19 February 2023
Late assessment entry period	20 February 2023 to 8 March 2023
Very late assessment entry period	9 March 2023 to 24 March 2023

Core Exam Paper 1 and 2

Summer 2023 assessment entry (booking)

Standard assessment entry period	2 January 2023 to 31 March 2023
Late assessment entry period	1 April 2023 to 30 April 2023
Very late assessment entry period	1 May 2023 to 31 May 2023

Core Assessments

Summer 2023 assessment dates/windows

Employer-Set Project (ESP) materials release	27 March 2023
Employer-Set Project (ESP) delivery window	3 April 2023 to 12 May 2023
Employer-Set Project (ESP) evidence upload deadline	12 May 2023
Exam Paper 1	6 June 2023 9:30-12:00*
Exam Paper 2	13 June 2023 9:30-12:00*
Special consideration requests deadline	Five working days after the exam/submission date

Summer 2023 results

Restricted release of TQ component results data to centres	16 August 2023
Release of results from centres to students	17 August 2023
Access to scripts – support review of marking & teaching and learning	Within 10 working days of release of results to students
Deadline for ‘Review of Marking’ (RoM) requests	21 September 2023
Deadline for appeals submissions	30 calendar days from the outcome of the review of marking

4. Approval Window (to deliver from September 2023)

Each year City & Guilds will open an approval window where ESFA Approved Providers can apply to deliver T Levels with City & Guilds.

This window runs from the last Monday in February through to the last Friday in June.

Approval Window	
Window opens	27 February 2023
Window closes	30 June 2023

5. Key dates for other academic years

These dates can be found within the T Level Technical Qualification in Management and Administration 2023/24 Key dates schedule.

City & Guilds will release a consultation for keys dates relating to 2024/25 in Spring 2023.

Get in touch

The City & Guilds Quality team are here to answer any queries you may have regarding your T Level Technical Qualification delivery.

Should you require assistance, please contact us using the details below:

Monday - Friday | 08:30 - 17:00 GMT

T: 0300 303 53 52

E: technicals.quality@cityandguilds.com

W: www.cityandguilds.com/tlevels

Web chat available [here](#).

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