

# Additional guidance

## Adult learner pathway

5357-43/95 Level 3 Electrotechnical qualification QN 601/6299/5

5393-43/95 Level 3 Dwellings Electrician qualification QN 610/1297/X

Version 01

Last modified 24-April-2026

For external use



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## 1. Learner profile guidance

This is a guide, not an exhaustive list, of typical learner personas who may be suitable candidates for this qualification and training route. Providers are encouraged to discuss these personas with prospective learners, agree which of these profiles they fit and help them choose the best qualification route for them, which will either be:

- **5357-43/95 Level 3 Electrotechnical qualification QN 601/6299/5**  
Total Qualification Time (TQT) 1042 hours. Minimum time for completion is: 24 Months or the
- **5393-43/95 Level 3 Dwellings Electrician qualification QN 610/1297/X**  
Total Qualification Time (TQT) 743 hours. Minimum time for completion is: 18 Months.

This Adult learner pathway is available to 19+ learners only, younger learners must be directed towards the apprenticeship pathway.

### 1.1. Learner 1

**The new entrant** to the industry with no prior qualifications in the sector.

This learner should consider whether an apprenticeship is a better fit for them, as it is funded and offers many benefits. If this is not possible, then they can complete the right mandatory qualification via the self-funded route.

This learner must complete all learning and assessments as prescribed in the qualification handbook. Upon completion, they can progress into the NET gateway to sit the relevant AM2 to gain full occupational competence.

### 1.2. Learner 2

**The ex-apprentice** who has lost their apprenticeship placement/job partway through and will complete their training on a non-apprenticeship funding stream / or self-fund.

Depending on what they have achieved in their apprenticeship, they may be eligible to use Recognition of Prior Learning (RPL) and Recognition of Prior Achievement (RPA) to reduce their learning time or credit their achievements against some of the assessments in their qualification.

The training provider must conduct a skill scan and create a learning plan for this learner using the skill scan form provided. Upon completion of their qualification, the learner can progress into the NET gateway to sit the relevant AM2 to gain full occupational competence.

### 1.3. Learner 3

**The ex- full-time learner** who has completed a Level 2 Diploma in Electrical Installation and or a Level 3 Technical or T Level (Electrical) at college or training provider.

Depending on what they have achieved during their course(s), they may be eligible to use Recognition of Prior Learning (RPL) and Recognition of Prior Achievement (RPA) to reduce their learning time or credit their achievements against some of the assessments in their qualification.

Becoming an electrician takes many years of training and site experience to gain competence and this learner will be expected to achieve this standard before achieving the Electrotechnical mandatory qualification.

The training provider must conduct a skill scan and create a learning plan for this learner using the skill scan provided. Upon completion of their qualification, the learner can progress into the NET gateway to sit the relevant AM2 to gain full occupational competence.

### 1.4. Learner 4

**The Adult learner** who has completed a L2/3 Diploma in Electrical Installation and /or L3 Technical Occupational Entry Qualification at a college or with a training provider.

Depending on what they have achieved during their course(s), they may be eligible to use Recognition of Prior Learning (RPL) and Recognition of Prior Achievement (RPA) to reduce their learning time or credit their achievements against some of the assessments in their qualification.

Becoming an electrician takes many years of training and site experience to gain competence and this learner will be expected to achieve this standard before achieving the Electrotechnical mandatory qualification.

The training provider must conduct a skill scan and create a learning plan for this learner using the skill scan provided. Upon completion of their qualification, the learner can progress into the NET gateway to sit the relevant AM2 to gain full occupational competence.

### 1.5. Learner 5

**The Adult learner who already work in the industry but have no formal qualifications.**

Depending on their level of experience, they may be directed to consider the Experienced Worker Assessment route(s) instead. However, if the mandatory qualification training route is considered the best route for them, they can complete the appropriate qualification.

The training provider must conduct a skill scan and create a learning plan for this learner using the skill scan provided. Upon completion of their qualification, the learner can progress into the NET gateway to sit the relevant AM2 to gain full occupational competence.

### **Important notes**

The **National Electrotechnical Training (NET)** will conduct checks as part of the gateway processes for all learners. This will include requesting the learner history from centres (e.g. City & Guilds Walled Garden record), to verify registration dates and completion times. Learners completing their training and assessments in less than the expected time will have gateways held and referred to TESP for further checks.

**All learners** must complete a 'Learner Occupational Evidence declaration form'. This must be signed by the learner, the training provider, and ideally a 3rd party (employer) confirming that they will have access to employment/ work in the electrotechnical industry and that this will cover the scope of work and breadth of experience required to support qualification achievement during the duration of their training and assessments. This form will be auditable by the Awarding Organisation.

## 2. Learner occupational evidence declaration form

**All learners** must complete this form. This is to confirm that the learner will have access to employment/ work in the electrotechnical industry, and that this will cover the scope of work and breadth of experience needed to support qualification achievement during the duration of their training and assessments.

Centre name		Candidate name	
Centre number		Registration number	

To ensure a clear understanding among all parties, we require you (the learner) to read and acknowledge the following agreement prior to enrolling on the course.

This form will ideally also be signed by your employer/work-based supervisor to confirm access to employment/work in the electrotechnical industry during the duration of your training and assessment.

Please ensure all information is correct and legibly completed.

### Learner's commitment

I acknowledge that I will have the relevant access to employment (or work experience) within the electrotechnical industry to complete the qualification's performance units, which require naturally occurring workplace evidence, within the agreed training and qualification completion duration. **(Do not sign unless this is secured.)**

Learner's signature:	
Date:	

To fully understand the scope of the qualification's performance units you can look at our Qualification Handbook.

### Employer / work-based supervisor's commitment (if available)

I agree to provide the learner with the stated relevant industry work experience or employment during their training period. We will collaborate with the training provider to ensure that the agreed practical aspects are adequately covered.

Employer / work-based supervisor representative name:	
Signature:	
Date:	

*This declaration form will be auditable through City & Guilds External Quality Assurance sampling activity.*

### 3. Learner skill scan form

To be completed by the assessor, with the learner, and kept for auditable records, including all quoted evidence.

Assessor name		Candidate name	
Centre number		Registration number	
Centre name			
Previously achieved qualifications or units/assessments	Dates of qualification completion		
Learner prior related experience	Learner current role and activities		
Assessment exemptions agreed towards 5357 or 5393	Evidence/certification available allowing exemption (Assessor please initial)		

**Assessment requirements**

Units still required	Assessment(s) required to achieve full unit

<p>What evidence shows valid currency of previous qualifications (where historical evidence is used)</p>	
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<p>Next steps (action plan) use additional sheets where required</p>	
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Assessor signature		Learner signature		Date	
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External Quality Assurer (EQA)  
signature\*

### **Important notes:**

This skill scan form will be auditable through City & Guilds External Quality Assurance sampling activity. The allocated EQA will sign the skill scan forms for all sampled learners.

Recognition of Prior Achievement (RPA) is when learners, who completed prior qualifications, can credit their achievements against some of the assessments in their qualification. Learners who have not fully completed an eligible Electrotechnical qualification such as: Level 2 and 3 technical electrical diplomas (2365, 2366, another AO equivalent), City & Guilds Technicals (8202-20/30) or T Levels should talk to their provider and ascertain what they (might) be able to credit towards their 5357 or 5393 qualifications. This must be recorded by their provider and agreed with the relevant EQA.

**The National Electrotechnical Training (NET)** will conduct checks as part of the gateway processes for all learners. This will include requesting the learner history from centres. Learners completing their training and assessments in less than the expected time will have gateways held and referred to The Electrotechnical Skills Partnership (TESP) for further checks.

Where this occurs, TESP may contact City & Guilds and request confirmation that the learner's portfolio, the skill scan forms and associated evidence have been checked, and that City & Guilds is satisfied with the quality and veracity of the information provided.