

End-point Assessment Gateway Evidence Policy

This policy sets out FDQ's requirements for mandated qualification evidence at gateway.

Evidence requirements

A key part of a learner passing through gateway and onto EPA is the upload of evidence to FDQAwards. This document outlines the requirements for documents that are uploaded as evidence of achievement for mandated qualifications within an apprenticeship standard.

Before learners are permitted to take their End-point Assessment, all Level 2 standards mandate that the learners must have achieved at least Level 1 English and Mathematics and must have attempted Level 2 English and Mathematics. Level 3 standards mandate that Level 2 English and Mathematics must be achieved. The tables below outline acceptable and equivalent qualifications for English and Mathematics requirements for Level 2 and Level 3.

Where a standard contains additional mandated qualification(s), evidence of achievement of these must also be uploaded to FDQAwards before a learner can pass through the apprenticeship EPA gateway.

Record keeping

For audit purposes, centres must retain a record to prove they have seen and checked evidence that the apprentice has achieved the English and mathematics and that all other gateway requirements have been met.

The Education and Skills Funding Agency (ESFA) requires EPA centres to retain information about the EPAs undertaken and payment received for six years after the activity took place. This is for audit purposes and in case centres need to respond to any complaints or appeals from apprentices. This information should include details of what assessments were undertaken, against which versions of the standard and assessment plan, when and by whom, along with assessment outcomes and evidence of the internal quality assurance of those assessments.

Acceptable current and prior equivalent qualifications for English and Mathematics minimum requirements in level 2 apprenticeship standards

Qualifications	English*****	Mathematics	Minimum acceptable grade
GCSE*	Any GCSE with English in the title	Any GCSE with Mathematics in the title	E or 2**
International GCSE	Any International GCSE with English in the title	Any International GCSE with Mathematics in the title	E or 2
Functional Skills level 1	English	Mathematics	Pass
Key Skills level 1	Communication (Literacy)	Application of Number (Numeracy)	Pass
A Level	Any A Level with English in the title	Any A Level with Mathematics in the title	E or Ordinary Grade (pre 1986)
AS Level	Any AS Level with English in the title	Any AS Level with Mathematics in the title	E
Core Mathematics level 3***	-	Mathematical Studies Using and Applying Mathematics Quantitative Problem Solving Quantitative Reasoning Mathematics in Context Mathematics for Work and Life	E
Free-Standing Mathematics level 2		Level 2 Free-Standing Mathematics Qualification - Foundations of Advanced Mathematics	E

Pre U Certificate	Literature in English	Mathematics Further Mathematics	P3
O Level	English language English literature	Mathematics	E (pre 1975 evidence of a Pass)
CSE	English	Mathematics	2 and 3
British Sign Language**** (Regulated Qualifications Framework level 1) (Scottish Credit & Qualifications Framework level 4)	British Sign Language	-	Pass
Essential Skills Wales level 1	Essential Communication Skills or Essential Skills Wales in Communication	Essential Application of Number Skills or Essential Skills Wales in Application of Number	Pass
Essential Skills (Northern Ireland) level 1	Certificate in Essential Skills Communication	Certificate in Essential Skills Application of Number	Pass
Scottish Advanced Higher (SCQF level 7)	English	Mathematics	C
Scottish Higher (SCQF level 6)	English	Mathematics	C
Scottish National 4 (SCQF level 4)	English	Mathematics Life skills Mathematics Applications of Mathematics	Pass

Scottish Intermediate 1	English	Mathematics	C
(SCQF level 4)			
Scottish Standard Grade General	English	Mathematics	3
(SCQF level 4)			
Scottish National Certificate Unit	Communication 4		Pass
SCQF level 6)			
Scottish Core Skill Unit	Communication	Numeracy	Pass
(SCQF level 4)			
Scottish Workplace Core Skill Unit	Communication	Numeracy	Pass
(SCQF level 4)			
Scottish National Unit	Literacy	Numeracy	Pass
(SCQF level 4)			
Scottish Ordinary Grade	English	Mathematics	C
(SCQF level 5)			
IBO Middle Years Programme level 1/level 2 Certificate	Language and Literature	Mathematics	2
		Mathematics - Extended	
International Baccalaureate Diploma	Standard or Higher level qualification in:	Standard or Higher level qualification in:	Grade 3
	English A: Literature	Mathematical Studies	
	English A: Language and Literature	Mathematics	
	Or English Literature and Performance	Further Mathematics	

- * Regulated by Ofqual, CCEA and Qualifications Wales
- ** From 2017; where 9 to 1 grading scale is used
- *** Where included in Performance Tables
- **** Where British Sign Language is primary language
- ***** All English qualifications should refer only to those qualifications where English is the primary language, unless explicitly stated.

Above table and information taken from ESFA document: *Acceptable current and prior equivalent qualifications for English and Mathematics minimum requirements in apprenticeships standards and frameworks at level 2 and above*

English and Mathematics qualifications at higher levels

English and Mathematics qualifications at a higher level (e.g. level four and above) will be acceptable. For Scotland this would be an English or Mathematics qualification at SCQF level 7 and above (e.g. Advanced Higher)

For overseas qualifications

Overseas qualifications will be acceptable where there is clear evidence, from NARIC (via a certificate/statement of comparability) that the qualification is an equivalent level to the minimum requirements for English and Mathematics **and there is additional comparison information that confirm the qualification is an equivalent of GCSE English and/or Mathematics (A* to C).**

[Further information can be found on the NARIC website.](#)

Acceptable current and prior equivalent qualifications for English and Mathematics minimum requirements in level 3 apprenticeship standards

Qualifications	English*****	Mathematics	Minimum acceptable grade
GCSE*	Any GCSE with English in the title	Any GCSE with Mathematics in the title	C or 4**
International GCSE	Any International GCSE with English in the title	Any International GCSE with Mathematics in the title	C or 4
Functional Skills level 2	English	Mathematics	Pass
Key Skills level 2	Communication (Literacy)	Application of Number (Numeracy)	Pass
A Level	Any A Level with English in the title	Any A Level with Mathematics in the title	E or Ordinary Grade (pre 1986)
AS Level	Any AS Level with English in the title	Any AS Level with Mathematics in the title	E
Core Mathematics level 3***	-	Mathematical Studies Using and Applying Mathematics Quantitative Problem Solving Quantitative Reasoning Mathematics in Context Mathematics in Work and Life	E
Pre U Certificate	Literature in English	Mathematics Further mathematics	P3

Free-Standing Mathematics level 2		Level 2 Free-Standing Mathematics Qualification - Foundations of Advanced Mathematics	C
O Level	English language English literature	Mathematics	C (pre 1975 evidence of a Pass)
CSE	English	Mathematics	1
British Sign Language**** (Regulated Qualifications Framework level 2) (Scottish Credit & Qualifications Framework level 5)	British Sign Language		Pass
Essential Skills Wales level 2	Essential Communication Skills or Essential Skills Wales in Communication	Essential Application of Number Skills or Essential Skills Wales in Application of Number	Pass
Essential Skills (Northern Ireland) level 2	Certificate in Essential Skills Communication	Certificate in Essential Skills Application of Number	Pass
Scottish Advanced Higher (SCQF level 7)	English	Mathematics	C
Scottish Higher (SCQF level 6)	English	Mathematics	C
Scottish National 5 (SCQF level 5)	English	Mathematics Life skills Mathematics Applications of Mathematics	C
Scottish Intermediate 2	English	Mathematics	C

(SCQF level 5)

Scottish Standard Grade Credit	English	Mathematics	2
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(SCQF level 5)

Scottish National Certificate Unit	Communication		Pass
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(SCQF level 6)

Scottish Core Skill Unit	Communication	Numeracy	Pass
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(SCQF level 5)

Scottish Workplace Core Skill Unit	Communication	Numeracy	Pass
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(SCQF level 5)

<i>Scottish National Unit</i>	Literacy	Numeracy	<i>Pass</i>
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(SCQF level 5)

Scottish Ordinary Grade	English	Mathematics	C
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(SCQF level 5)

IBO Middle Years Programme level 1/level 2 Certificate	Language and Literature	Mathematics	Grade 3
		Mathematics - Extended	

International Baccalaureate Diploma	Standard or Higher level qualification in:	Standard or Higher level qualification in:	Grade 3
	English A: Literature	Mathematical Studies	
	English A: Language and Literature	Mathematics	

Or English Literature and Performance	Further Mathematics
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* Regulated by Ofqual, CCEA and Qualifications Wales

** From 2017; where 9 to 1 grading scale is used

*** Where included in Performance Tables

**** Where British Sign Language is primary language

***** All English qualifications should refer only to those qualifications where English is the primary language, unless explicitly stated.

English and Mathematics qualifications at higher levels

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For overseas qualifications

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[Further information can be found on the NARIC website.](#)

Above table and information taken from ESFA document:
Acceptable current and prior equivalent qualifications for English and Mathematics minimum requirements in apprenticeships standards and frameworks at level 2 and above

Mandatory qualifications

Where an apprenticeship standard requires completion of a mandatory qualification the qualification must be regulated by Ofqual, CCEA, Qualifications Wales or Scottish Qualifications Authority or equivalent.

Acceptable types of evidence:

In order for a learner to successfully pass through gateway, evidence of achievement of all mandated aspects of the apprenticeship must be uploaded onto FDQAwards. The table below gives guidance on the types of evidence that are deemed to be acceptable. If the type of evidence being uploaded is not named in the table below, please contact FDQ who will advise if the evidence can be accepted or not



Personal Learning Record (PLR)	Statements of results
Screenshots of certificates from other Awarding Organisation portals (e.g City and Guilds Walled Garden)	Provisional recognition of achievement letters
Copies of PDF certificates from FDQAwards	Results on school headed paper
Good quality scanned copies of certificates	

Please always ensure that the qualification name, learner name and grade achieved are **clearly visible** on the evidence that is uploaded to FDQAwards otherwise it will not be accepted as a suitable piece of evidence.