



# **Project Manager Level 6 Integrated Degree Apprenticeship**

**End Point Assessment (EPA) Overview**

November 2024



# Contents

- 1. EPA headlines ..... 1
- 2. Gateway ..... 1
- 3. End Point Assessment..... 2
  - Assessment Method 1: Work-based Project Report with associated documentation ..... 2**
  - Assessment Method 2: Professional Review based on evidence portfolio..... 2**
- 4. Grading ..... 3
- 5. Resit and Retakes ..... 3

# 1. EPA headlines

- Passed all the modules in the Degree, other than the end point assessment
- EPA period is 6 months
- Must provide gateway requirements according to EPAO listed below
- Must have ID and Webcam for EPA
- 2 Assessment methods at EPA

## **Work-based Project Report with associated documentation**

- Relates to a project completed during the EPA period
- Report has a word limit of 4,000 words (+/- 10%)
- Project is to be formally agreed by the employer and academic supervisor

## **Professional Review based on the evidence portfolio**

- Consists of a presentation which will last 15 minutes (+/- 2 minutes), questioning which will last a further 15 minutes (+/- 1 minute) and then an interview which will typically last 45 minutes (+/- 5 minutes)
- Panel will consist of the independent assessor and an industry expert nominated by the apprentice's employer
- Apprentice can have access to their portfolio of evidence

# 2. Gateway

Gateway is the point that the employer is satisfied that the apprentice is consistently working at or above the level set out in the occupational standard. In making this decision, the employer may take advice from the training provider, but the decision must ultimately be made by the employer.

Apprentices must meet the following gateway requirements for Project Manager Level 6 Integrated Degree Apprenticeship:

- Passed all degree modules (except End Point Assessment)
- EPA gateway checklist
- Submitted portfolio of evidence
- Project outline agreed with the employer and academic supervisor
- Attained the IPMA Level D Qualification or equivalent in Project Management
- Level 2 English and Maths evidence
- Completion of the Off the Job hours

The EPAO determines when all gateway requirements have been met, and the EPA period will only commence once the EPAO has confirmed this.

### **3. End Point Assessment**

The EPA window for Project Manager Level 6 Integrated Degree Apprenticeship is typically 6 months.

For the End Point Assessment, the learner must complete the following assessments:

- Assessment method 1: Work-based Project Report with associated documentation
- Assessment method 2: Professional Review based on the evidence portfolio

#### **Assessment Method 1: Work-based Project Report with associated documentation**

This assessment is graded Pass, Distinction or Fail. The apprentice is to ensure their project outline is formally agreed by their employer and academic supervisor before Gateway. All work relating to the project and report write-up must be completed during the EPA period, however, preliminary research to inform the project outline can be undertaken.

The word limit for the report will be 4,000 words (+/- 10%).

#### **Assessment Method 2: Professional Review based on evidence portfolio**

This assessment is graded Pass, Distinction or Fail. This assessment has 2 components which will be marked together as one method. All components will take place on the same day with both the independent assessor and nominated industry expert present. The apprentice can have access to a copy of the submitted portfolio at the professional review and may draw on this in answering the questions.

#### **Component 1: Presentation and questioning**

The presentation will typically contain 10 slides (+/- 1 slide) lasting 15 minutes (+/- 2 minutes) based on the apprentice's achievement of the knowledge, skills, and behaviours within their evidence portfolio for this assessment method. Following the presentation, a further 15 minutes (+/- 1 minute) will be allowed for questioning.

**Component 2: Interview**

The interview will take place after the presentation and will last 45 minutes (+/- 5 minutes) where the independent assessor will ask 5-8 questions.

## 4. Grading

Both assessment methods must be passed in order to pass overall.

Work Based Project	Professional Review	Overall Grade
Pass	Pass	Pass
Pass	Distinction	Pass
Distinction	Pass	Pass
Distinction	Distinction	Distinction

## 5. Resit and Retakes

Both assessment methods must be successfully passed. If an apprentice fails one or more assessment method(s) then they can re-sit or re-take. A re-sit does not require further learning, whereas a re-take does. Re-sits/re-takes will not be awarded a grade higher than a pass.

Further information on the Project Manager Level 6 Integrated Degree Apprenticeship can be found in the [assessment plan](#). A full list of the Knowledge, Skills and Behaviours (KSBs) can be found on the Institute for Apprenticeships website [here](#).



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