



Digital & Technology Solutions Specialist Degree Apprenticeship L7

End Point Assessment (EPA) Overview

November 2024

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1. EPA headlines

- Passed all the modules in the MSc Digital and Technology Solution Specialist Master's Degree, other than the end point assessment
- EPA period is 3 months
- Must provide gateway requirements according to EPAO listed below
- Must have ID and Webcam for EPA
- 2 Assessment methods at EPA

Project Report

- Project is undertaken pre-gateway
- Agreement of the project proposal will be required
- Report will be based on a business-related project with a 10,000 (+/- 10%) word limit

Professional Discussion

- A minimum of seven days' notice will be given
- Apprentice can refer to their portfolio of evidence
- Minimum of four questions will be asked
- 90 minute discussion (+/- 10%)

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 the Digital & Technology Solutions Specialist Degree Apprenticeship:

- Passed all degree modules (except End Point Assessment)
- EPA gateway checklist
- Completed a portfolio of work evidencing the required knowledge, skills and behaviours
- Level 2 English and Maths evidence
- Completion of the Off the Job hours

- Completion of a project, to inform the project report

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 the Digital & Technology Solutions Professional Degree Apprenticeship is typically 3 months.

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

- Assessment method 1: Project Report
- Assessment method 2: Professional Discussion

Assessment Method 1: Project Report

This assessment is graded Pass, Merit, Distinction or Fail.

The Project Report has a word limit of 10000 words (+/- 10%) and will be based on a pre-gateway project undertaken by the apprentice and will have had the project proposal previously agreed.

A typical Project Report is organised in the following way:

- Executive summary. (This is no more than one side - which summarizes the content of the report. It must be comprehensible to someone who has not read the rest of the report.)
- Introduction. (The scope or hypothesis of the project and terms of reference, setting the scene for the remainder of the report.)
- Background. (A review chapter, describing the background work or research undertaken at the beginning of the project period.)
- Work undertaken: Several chapters describing the work that has been undertaken.
- Outputs. A chapter describing the outputs, deliverables or artefacts that have been produced as a result of the project.

- Further work. (A chapter describing possible ways in which the work could be continued or developed.)
- Conclusions. (A statement of conclusions relating to the work done, and outputs produced to the initial hypothesis and terms of reference.)
- References, annex and appendices
 - Annex is to include a maximum of 4 pieces of evidence relating to the project

Assessment Method 2: Professional Discussion

This assessment is graded Pass, Merit, Distinction or Fail. The Professional Discussion will last 90 minutes (+/- 10%) where a minimum of 4 questions will be asked. The Professional Discussion will focus on assessing how the core knowledge, skills and behaviours outcomes have been achieved.

The apprentice will be given a minimum of seven days notice of their Professional Discussion time and date, and the apprentice must have access to their portfolio of evidence during this discussion. The project report will not be referenced during this discussion.

4. Grading

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

Report	Professional Discussion	Overall Grading
Fail	Any grade	Fail
Any grade	Fail	Fail
Pass	Pass	Pass
Pass	Merit	Pass
Pass	Distinction	Pass
Merit	Pass	Merit
Merit	Merit	Merit
Merit	Distinction	Merit
Distinction	Pass	Merit
Distinction	Merit	Distinction
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 within six months of receiving the EPA outcome. If a re-take is required, then further learning is needed and will typically be taken within six months of receiving the EPA outcome. If the re-sit is not completed within this timeframe, then the entire EPA will need to be re-taken in full. A re-sit does not require further learning, whereas a re-take does.

If the apprentice fails the project report assessment method, they must amend the project output in line with the independent assessor's feedback. The apprentice will be given 4 weeks to rework and submit the amended report.

Further information on the Digital & Technology Solutions Specialist 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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