

Re-sit and Re-take Policy v5.0

Purpose

The purpose of this re-sit and re-take policy is to define the circumstances for re-sits and re-takes.

Definitions

Re-sit: the re-sit of an end-point assessment activity within the end-point assessment window. Further learning is not required for a re-sit.

Re-take: the re-take of an end-point assessment activity outside of the end-point assessment window. Additional learning must take place before a re-take can occur.

Number of Re-sits and Re-takes

There is no limit to the number of re-sits and/or re-takes allowed unless otherwise specified in the assessment plan.

Agreement to Re-sit and/or Re-take

No apprentice may re-sit or re-take without the prior agreement of their employer and training provider.

Evidence of Further Learning

Confirmation that further learning has taken place must be submitted before a re-take can be undertaken.

Re-sit and Re-take Grades Achievable

An apprentice cannot use a re-sit or re-take to uplift a grade beyond a pass.