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Important information to support your 2024/2025 delivery

Dear Centre,

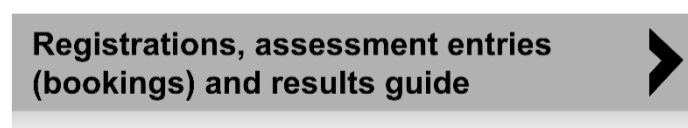
Welcome to a new academic year of delivering T Levels. We hope you enjoyed the summer break and are ready for a great year ahead.

We have now published the Welcome Pack on our website. Whether you are an existing provider returning to this new year of T Levels delivery, or a newly approved provider, we encourage you to download this pack and share with your colleagues.



The registration and assessment entry windows are now open for providers to submit new and existing cohorts onto their chosen T Levels qualifications. Further details are included within this update.

We have updated our guidance for T Levels to include step-by-step instructions on how to use Walled Garden. This is available on the [T Levels Resource Hub](#) and via the link below:



Registration windows now open

The registration window for all **new and existing** T Level students is now open. Please register your students within the registration window to avoid late fees.

More information on fees can be found on our website [here](#).

| | |
|--|------------------------------|
| 01 September 2024 to 01 November 2024 | Standard registration period |
| 02 November 2024 to 23 December 2024 | Late registration period |

**24 December 2024 to
31 July 2025**

Very Late registration period

Please note: Learners must already be registered in order to make an assessment entry (booking).

T Level qualifications available for new registrations are listed below:

| T Level Qualification Title | City & Guilds qualification number (Core) | | City & Guilds qualification number (Occupational Specialisms) |
|---|--|---------|---|
| T Level Technical Qualification in Building Services Engineering for Construction | 8710-30 | | 8710-32 Electrical and electronic equipment engineering 8710-33 Electrotechnical engineering 8710-34 Gas engineering 8710-35 Heating engineering and Ventilation 8710-36 Plumbing and Heating engineering 8710-37 Protection systems engineering 8710-38 Air conditioning engineering and Refrigeration engineering |
| T Level Technical Qualification in Onsite Construction | 8711-30 | | 8711-35 Bricklaying 8711-36 Carpentry and Joinery 8711-37 Painting and Decorating 8711-38 Plastering |
| T Level Technical Qualification in Management and Administration | 8715-30 | | 8715-31 Business Improvement 8715-32 Team Leadership and Management 8715-33 Business Support |
| T Level Technical Qualification in Engineering and Manufacturing – Maintenance, Installation and Repair for Engineering and Manufacturing | 8730-12 | | 8712-31 Mechanical 8712-32 Mechatronic 8712-33 Electrical and Electronic 8712-34 Control and Instrumentation 8712-35 Light and Electric Vehicles |
| T Level Technical Qualification in Engineering and Manufacturing – Engineering, Manufacturing, Processing and Control | 8730-13 | | 8713-31 Fitting and Assembly Technologies 8713-32 Machining and Toolmaking Technologies 8713-33 Composites Manufacturing Technologies 8713-34 Fabrication and Welding Technologies |
| T Level Technical Qualification in Engineering and Manufacturing – Design and Development for Engineering and Manufacturing | 8730-14 | | 8714-31 Mechanical Engineering 8714-32 Electrical and Electronic Engineering 8714-33 Control and Instrumentation Engineering 8714-34 Structural Engineering |
| T Level Technical Qualification in Agriculture, Land Management and Production | Crop, Woodland & Horticulture core pathway | 8717-31 | 8717-40 Crop Production 8717-44 Ornamental and Environmental Horticulture and Landscaping 8717-45 Trees and Woodland Management and Maintenance (Arboriculture) 8717-46 Trees and Woodland Management and Maintenance (Forestry) |
| | Land Based Engineering core pathway | 8717-32 | 8717-42 Land-Based Engineering |
| | Livestock core pathway | 8717-33 | 8717-43 Livestock Production |
| | Floristry core pathway | 8717-34 | 8717-41 Floristry |
| T Level Technical Qualification in Animal Care and Management | Animal Management | 8717-35 | 8717-47 Animal Management and Behaviour |
| | Animal Science | 8717-36 | 8717-48 Animal Management and Science |

Students must be registered for both their Core component, as well as their chosen Occupational Specialism, in the first year of study.

Entry window now open for Core examinations & Employer-Set Project: autumn series 2024

The assessment entry window for Autumn Employer-Set Project and Core Exam Paper 1 and 2, is now open and outlined within the table below.

Please note that the autumn series is available **only** for existing students who are registered on T Level Technical Qualifications in Onsite Construction, Building Services Engineering, Engineering & Manufacturing, Management & Administration and Agriculture, Land Management and Production.

These students must have started the second year of their T Level Technical Qualification in September 2024.

Students who have been registered on Core T Level Technical Qualifications since September 2024 and are therefore in the first year of their T Level Technical Qualification, must not be entered to take autumn series assessments.

Please enter your students within the standard assessment entry window to avoid late fees.

More information on fees can be found on our website [here](#).

| | |
|--|--|
| 1 September 2024 to 30 September 2024 | Standard Assessment entry period |
| 01 October 2024 to 15 October 2024 | Late Assessment entry period |
| 16 October 2024 to 20 October 2024 | Very Late Assessment entry period |

T Level qualifications available for autumn series entry are listed below:

| T Level Qualification Title | City & Guilds qualification number (Core) | | City & Guilds Assessment number (Core components) |
|--|--|---------|---|
| T Level Technical Qualification in Building Services Engineering for Construction | 8710-30 | | 8710-031 Core: Exam Paper 1 8710-032 Core: Exam Paper 2 8710-033 Core: Employer-Set Project |
| T Level Technical Qualification in Onsite Construction | 8711-30 | | 8711-031 Core: Exam Paper 1 8711-032 Core: Exam Paper 2 8711-033 Core: Employer-Set Project |
| T Level Technical Qualification in Management & Administration | 8715-30 | | 8715-031 Core: Exam Paper 1 8715-032 Core: Exam Paper 2 8715-033 Core: Employer-Set Project |
| T Level Technical Qualification in Engineering & Manufacturing – Maintenance, Installation & Repair for Engineering & Manufacturing | 8730-12 | | 8730-031 Core: Exam Paper 1 8730-032 Core: Exam Paper 2 8730-033 Core: Employer-Set Project (MIR only) |
| T Level Technical Qualification in Engineering & Manufacturing – Engineering, Manufacturing, Processing & Control | 8730-13 | | 8730-031 Core: Exam Paper 1 8730-032 Core: Exam Paper 2 8730-034 Core: Employer-Set Project (EMPC only) |
| T Level Technical Qualification in Engineering & Manufacturing – Design & Development for Engineering & Manufacturing | 8730-14 | | 8730-031 Core: Exam Paper 1 8730-032 Core: Exam Paper 2 8730-035 Core: Employer-Set Project (D&D only) |
| T Level Technical Qualification in Agriculture, Land Management and Production | Crop, Woodland & Horticulture core pathway | 8717-31 | 8717-030 Core: Exam Paper 1 8717-031 Crop, Woodland and Horticulture Core: Exam Paper 2 8717-035 Crop, Woodland & Horticulture Employer-Set Project |
| | Land Based Engineering core pathway | 8717-32 | 8717-030 Core: Exam Paper 1 8717-032 Land-based Engineering Core: Exam paper 2 8717-036 Land Based Engineering Employer-Set Project |
| | Livestock core pathway | 8717-33 | 8717-030 Core: Exam Paper 1 8717-033 Livestock Core: Exam paper 2 8717-037 Livestock Employer-Set Project |
| | Floristry core pathway | 8717-34 | 8717-030 Core: Exam Paper 1 8717-034 Floristry Core: Exam paper 2 8717-038 Floristry Employer-Set Project |

Please note that students cannot yet be entered for the Core assessments taking place in summer 2025. Entries for summer Core assessments can be made from **02 January 2025**.

We will communicate with you again when the summer assessment entry window opens.

Employer-Set Project support: Autumn Series

We are scheduling a series of two webinars to take place in October, with the aim of supporting T Levels providers to prepare for the Employer-Set Project in the 2024 autumn series. All providers who are entering students for ESP assessments in the autumn series are encouraged to attend.

The webinars will cover aspects of the required documentation, best practice in collecting and uploading student evidence, and the resources available to you for support.

This webinar will be of particular benefit to Exams Teams who are likely to be responsible for the upload of evidence, but also for curriculum teams who capture the evidence required for Employer-Set Projects.

Please note that the same content will be covered on each webinar – attendees do not need to join both.

A link to register for the webinar can be found below



ESP Support Webinar (1):

Thursday 03 October 2024

10:00am – 11:30am

[Register here](#)

ESP Support Webinar (2):

Wednesday 09 October 2024

2:00pm – 3:30pm

[Register here](#)

Entry window now open for Occupational Specialism (OS) – summer series 2025

The assessment entry window for Occupational Specialism assessments taking place in summer 2025 is now open for providers to make entries for registered students.

The T Level Occupational Specialism assessment entry windows are listed below:

| T Level Qualification | City & Guilds Qualification number Occupational Specialism | City & Guilds Module number Occupational Specialism Assessment(s) | Summer 2025 Series Assessment Booking (Entry) Dates |
|---|--|---|---|
| Building Services Engineering (8710) | 8710-32 Electrical and Electronic Equipment engineering | 8710-352 Electrical and Electronic Equipment Engineering | Standard Assessment entry period 01 September 2024 to 18 November 2024 Late Assessment entry period 19 November 2024 to 16 December 2024 |
| | 8710-33 Electrotechnical Engineering | 8710-353 Electrotechnical Engineering | |
| | 8710-34 Gas Engineering | 8710-354 Gas Engineering | |
| | 8710-35 Heating Engineering & Ventilation | 8710-355 Heating Engineering and 8710-359 Ventilation | |
| | 8710-36 Plumbing Engineering & Heating Engineering | 8710-356 Plumbing Engineering and 8710-355 Heating Engineering | |
| | 8710-37 Protection Systems Engineering | 8710-357 Protection Systems Engineering | |
| | 8710-38 Air Conditioning & Refrigeration Engineering | 8710-358 Refrigeration Engineering and 8710-351 Air Conditioning Engineering | |
| Onsite Construction (8711) | 8711-35 Bricklaying | 8711-305 Bricklaying | Very Late Assessment entry period 17 December 2024 to 10 January 2025 |
| | 8711-36 Carpentry & Joinery | 8711-306 Carpentry and Joinery | |
| | 8711-37 Painting & Decorating | 8711-307 Painting and Decorating | |
| | 8711-38 Plastering | 8711-308 Plastering | |
| Management and Administration (8715) | 8715-31 Business Improvement | 8715-311 Business Improvement | |
| | 8715-32 T Team Leadership and Management | 8715-312 Team Leadership and Management | |
| | 8715-33 Business Support | 8715-313 Business Support | |
| Maintenance, Installation and Repair for Engineering and Manufacturing (8712) | 8712-31 Mechanical | 8712-311 Mechanical | Standard Assessment entry period 01 September 2024 to 15 December 2024 Late Assessment entry period 16 December 2024 to 23 January 2025 |
| | 8712-32 Mechatronic | 8712-312 Mechatronic | |
| | 8712-33 Electrical and electronic | 8712-313 Electrical and Electronic | |
| | 8712-34 Control and instrumentation | 8712-314 Control and Instrumentation | |
| Engineering, Manufacturing, Processing and Control (8713) | 8713-31 Fitting and assembly technologies | 8713-331 Fitting and Assembly Technologies | Very Late Assessment entry period 24 January 2025 to 28 February 2025 |
| | 8713-32 Machining and toolmaking technologies | 8713-332 Machining and Toolmaking Technologies | |
| | 8713-33 Composites manufacturing technologies | 8713-333 Composites Manufacturing Technologies | |
| | 8713-34 Fabrication and welding technologies | 8713-334 Fabrication and Welding Technologies | |
| Design and Development for | 8714-31 Mechanical engineering | 8714-321 Mechanical Engineering | |
| | 8714-32 Electrical and electronic engineering | 8714-322 Electrical and Electronic Engineering | |

| | | | |
|--|---|--|---|
| Engineering and Manufacturing (8714) | 8714-33 Control and instrumentation engineering | 8714-323 Control and Instrumentation Engineering | |
| | 8714-34 Structural engineering | 8714-324 Structural Engineering | |
| Agriculture, Land Management and Production (8717) | 8717-31 Crop, Woodland and Horticulture | 8717-404 Ornamental and Environmental Horticulture and Landscaping | Standard Assessment entry period |
| | | 8717-405 Trees and Woodland Management and Maintenance (Arboriculture) | 01 September 2024 to 07 October 2024 Late Assessment entry period |
| | | 8717-406 Trees and Woodland Management and Maintenance (Forestry) | 08 October 2024 to 20 October 2024 Very Late Assessment entry period |
| | 8717-33 Livestock | 8717-403 Livestock Production | 21 October 2024 to 01 November 2024 |
| | 8717-32 Land Based Engineering | 8717-402 Land Based Engineering | Standard Assessment entry period 01 September 2024 to 23 October 2024 Late Assessment entry period 24 October 2024 to 11 November 2024 |
| | 8717-34 Floristry | 8717-401 Floristry | Very Late Assessment entry period 12 November 2024 to 29 November 2024 |

Please note that students cannot yet be entered for the Core assessments taking place in summer 2025.

These summer assessment entries can start to be made from **02 January 2025**.

We will communicate with you again when the summer Core assessment entry window opens.

Agriculture, Land Management and Production: 8717-40 Crop Production Occupational Specialism

Below is a table of some key dates within the next couple of months for the Crop Occupational Specialism within the Agriculture, Land Management and Production T Level Technical Qualification.

This Occupational Specialism has a unique range of dates for the release of resource lists, assessment materials, and delivery windows for the tasks within the assessment.

Please remember that students must have already been entered (booked) onto this Occupational Specialism within the entry window earlier this year. If you have not yet entered your students, please contact our Customer Support team for advice and assistance.

| City & Guilds Qualification number (Occupational Specialism) | Key Dates | |
|--|----------------------------------|--------------------------------------|
| 8717-40 Crop Production | Task 1 Resource List Release | 09 September 2024 |
| | Task 1 Material Release | 23 September 2024 |
| | Task 1 Delivery Window | 07 October – 29 November 2024 |
| | Task 2 – 5 Resource List Release | 09 September 2024 |
| | Task 2 – 5 Material Release | 30 November 2024 |
| | Task 2 – 5 Delivery Window | 13 January 2025 – 16 May 2025 |
| | Evidence Upload Deadline | 16 May 2025 |

Withdrawing learners from T Level Technical Qualifications: refunds

As we enter the busy registration period over the coming months, there may be some students who register for a T Level Technical Qualification but later change their mind, and choose to withdraw.
Registration fees are attached to the Core Component only (there is no fee for the Occupational Specialism component, unless this is made within the late or very late registration windows for which there are late registration fees applicable).

Please contact City & Guilds if you wish to cancel a student's registration and claim a refund for this.

Registration refunds are only available for registration cancellations for students who have been registered within the same academic year.

We will not provide any refunds after 31 January of each academic year.

To notify City & Guilds of student registrations for which you wish to cancel and claim a refund, please fill in our [Withdrawal Form](#). One of our advisors from Customer Support will contact you for any clarification and ensure the applicable refund is processed.

For refund guidelines, please see page 6 of the [Registrations, Assessment Entries and Results Guide](#).

Contact us

Should you have any questions regarding the content of this email, please get in touch via the contact details below.

| Quality Team | Customer Support |
|--|--|
| <p>☎ 0300 303 5352</p> <p>✉ technicals.quality@cityandguilds.com</p> | <p>☎ 01924 930 800</p> <p>✉ customersupport@cityandguilds.com</p> |

