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## T Levels February update

Dear Centre,

Included below is your February update for T Levels from City & Guilds.

In this update you'll find the following key items:

- Summer series: Core exams and ESP entry windows
- Ensuring resilience in the qualification system
- Guidance on emergency situations affecting assessment delivery
- Summer series: Engineering & Manufacturing Occupational Specialism entry windows
- Release dates for Occupational Specialism resource lists and assessment material
- Summer series: Occupational Specialism assessment windows
- Summer series: Centre standardisation materials for moderated Occupational Specialisms
- Approval windows for delivery from September 2025
- Updated guidance on T Levels industry placements
- City & Guilds communications survey
- Centre contact details
- Becoming an Associate with City & Guilds

### Summer 2025 series: Core exams and Employer-Set Project entry window open

Entry windows are now open for core assessments for Summer 2025. Please ensure students are entered for the required exams and Employer-Set Project ahead of these dates.

Please be reminded that students may use either the upcoming Summer 2025 series, or the following Autumn 2025 series as their first attempt at Core assessments. Students must sit both exam papers within the same series, however they may complete the Employer-Set Project within a different series if they choose to.

Please ensure that you review and use the dates listed below as there have been amendments to previously published dates.

Entries which are received within the late or very late entry windows will incur additional fees. For full details of late and very late entry fees, please see guidance on the [T Levels Resource Hub](#) (located within the 'Fees' section).

#### Core Examinations:

	Standard entry window	Late entry window	Very late entry window
Core exams (all T Level Technical Qualifications)	02 January-31 March 2025	01 April-30 April 2025	01 May-31 May 2025

#### Employer-Set Projects:

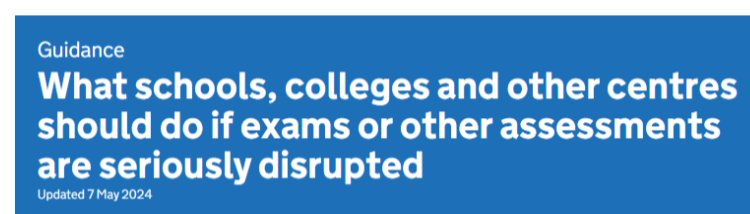
	Standard entry window	Late entry window	Very late entry window
<b>8710</b> Building Services Engineering	02 January- 17 February 2025	18 February- 06 March 2025	07 March- 21 March 2025
<b>8711</b> Onsite Construction			
<b>8715</b> Management & Administration			
<b>8717</b> Agriculture, Land Management and Production			
<b>8730</b> Engineering & Manufacturing	02 January- 09 February 2025	10 February- 22 February 2025	23 February- 07 March 2025
<b>8717</b> Animal Care and Management	02 January- 13 February 2025	14 February- 28 February 2025	01 March- 14 March 2025

## Ensuring resilience in the qualification system



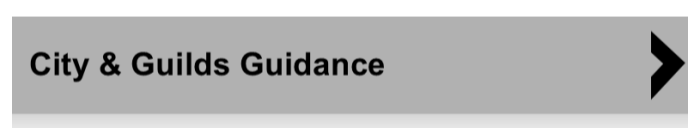
We want to remind you that centres must have a robust contingency plan in place which covers all aspects of assessment delivery and administration in the event of a serious national, widespread disruption to assessments.

Please ensure you refamiliarise yourself with the guidance published by Ofqual below in 2023 and 2024 respectively:



## Emergency situations affecting assessment delivery

Our 'Emergency Situations Affecting Assessment Delivery' (version 3.2) covers important information on emergency situations affecting assessment delivery.



Centre staff and all those involved in the administration of examinations must be familiar with this guidance, and steps that you should take in the event that a timetabled examination cannot go ahead, especially due to severe weather or public health incidents.

City & Guilds provide contingency exam dates in the event of national disruption as listed in our published timetables. These contingency days must only be used if a significant, unexpected event arises nationally during the exam period such that no students (or a large number of them) are unable to take an exam when planned.

This is part of City & Guilds' contingency planning for timetabled examinations. These dates cannot be used for individual candidate absence, illness or local events at individual centres.

Please note that centres must not take it upon themselves to utilise a contingency exam date without written permission from City & Guilds, or where a centre-wide announcement is made due to national disruption.

## Engineering & Manufacturing: Occupational Specialism entry window closes soon

We are now in very late entry windows for students to be entered for the Summer 2025 Engineering & Manufacturing Occupational Specialism assessments.

Please ensure you have made all required entries before the deadline dates listed below.

	City & Guilds Qualification number Occupational Specialism	City & Guilds Occupational Specialism Assessment(s)	Summer 2025 Series Assessment Booking (Entry) Dates
<b>8712</b> Maintenance, Installation and Repair	8712-31 Mechanical	8712-311 Mechanical	
	8712-32 Mechatronic	8712-312 Mechatronic	

	8712-33 Electrical and electronic	8712-313 Electrical and Electronic	<b>Very Late Assessment entry period</b>  24 January- 28 February 2025
	8712-34 Control and instrumentation	8712-314 Control and Instrumentation	
	8712-35 Light and electric vehicles	8712-315 Light and Electric Vehicles	
<b>8713</b> Engineering, Manufacturing, Processing and Control	8713-31 Fitting and assembly technologies	8713-331 Fitting and Assembly Technologies	
	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	
<b>8714</b> Design and Development	8714-31 Mechanical engineering	8714-321 Mechanical Engineering	
	8714-32 Electrical and electronic engineering	8714-322 Electrical and Electronic Engineering	
	8714-33 Control and instrumentation engineering	8714-323 Control and Instrumentation Engineering	
	8714-34 Structural engineering	8714-324 Structural Engineering	

Remember that fees are chargeable for late and very late entries. For full details of these fees, please see guidance on our [T Levels Resource Hub](#) (located within the 'Fees' section).

### Release of resource lists and live assessment material

The Occupational Specialism resource lists detail the materials, tools and equipment that you will need to have in place in order to deliver the Occupational Specialism assignments in Summer 2025.

You will be able to access these via the [T Level Service Portal](#). You will only be able to access the resource lists which are applicable to the Occupational Specialisms on which you have made entries for your students.

If you need any help viewing the resources in the [T Level Service Portal](#), please ensure you get in touch with the Quality team via [technical.quality@cityandguilds.com](mailto:technical.quality@cityandguilds.com).

	Occupational Specialism Resource List released on	Occupational Specialism live assessment materials released on
<b>8712</b> Maintenance Installation and Repair for Engineering and Manufacturing	<b>17 February 2025</b>	<b>10 March 2025</b>
<b>8713</b> Manufacturing Processing and Control for Engineering and Manufacturing		
<b>8714</b> Design and Development for Engineering and Manufacturing		

### Occupational Specialism assessment windows

The assessment window is now open for the occupational specialisms detailed below.

You can find more guidance and resources on the [T Levels Resource Hub](#), including information on processes, evidence requirements, and marking.

Please note that the assessment window for Occupational Specialisms in Engineering and Manufacturing opens later in March, and a reminder will be included in the March communication.

	City & Guilds Qualification number Occupational Specialism	City & Guilds Occupational Specialism Assessment(s)	Assessment window	Upload deadline
<b>8717</b> Agriculture, Land Management and Production	8717-44 Ornamental and Environment Horticulture and Landscaping	8717- 404 Ornamental and Environment Horticulture and Landscaping	<b>13 January-16 May 2025</b>	<b>16 May 2025</b>
	8717-45 Trees and Woodland Management and Maintenance	8717-405 Trees and Woodland Management and Maintenance		
	8717-43 Livestock Production	8717- 403 Livestock Production		
	8717- 40 Crop, Woodland and Horticulture Tasks 2-5	8717- 400 Crop, Woodland and Horticulture Tasks 2-5		
<b>8710</b> Building Services Engineering	8710-32 Electrical and Electronic Equipment engineering	8710-352 Electrical and Electronic Equipment Engineering	<b>03 February-16 May 2025</b>	
	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 <b>and</b> 8710-359 Ventilation		
	8710-36 Plumbing Engineering & Heating Engineering	8710-356 Plumbing Engineering <b>and</b> 8710-355 Heating Engineering		
	8710-37 Protection Systems Engineering	8710-357 Protection Systems Engineering		
	8710-38 Air Conditioning & Refrigeration Engineering	8710-358 Refrigeration Engineering <b>and</b> 8710-351 Air Conditioning Engineering		
<b>8711</b> Onsite Construction	8711-35 Bricklaying	8711-305 Bricklaying		
	8711-36 Carpentry & Joinery	8711-306 Carpentry and Joinery		
	8711-37 Painting & Decorating	8711-307 Painting and Decorating		
	8711-38 Plastering	8711-308 Plastering		
<b>8715</b> Management and Administration	8715-31 Business Improvement	8715-311 Business Improvement		
	8715-32 Team Leadership and Management	8715-312 Team Leadership and Management		
	8715-33 Business Support	8715-313 Business Support		
	8714-34 Structural engineering	8714-324 Structural Engineering		
<b>8717</b> Agriculture, Land Management and Production	8717-42 Land-based Engineering	8717-402 Land-based Engineering	<b>03 March-16 May 2025</b>	

### Summer series: Centre standardisation materials for moderated Occupational Specialisms

New or updated centre standardisation materials are now available for the below list of moderated Occupational Specialisms. These can be accessed from an accordion titled "Centre Standardisation Materials", which can be found alongside the sample materials, guide standard exemplification materials, and past assessments (where applicable) under the relevant assessment on its qualification page.

	Assessments
<a href="#">Building Services Engineering</a>	8710-353 Electrotechnical Engineering
	8710-354 Gas Engineering
	8710-355 Heating Engineering
	8710-356 Plumbing Engineering
<a href="#">Onsite Construction</a>	8711-305 Bricklaying
	8711-306 Carpentry and Joinery
	8711-307 Painting and Decorating
<a href="#">Maintenance, Installation and Repair</a>	8712-311 Mechanical
	8712-312 Mechatronic
	8712-313 Electrical and Electronic
	8712-314 Control and Instrumentation
	8712-315 Light and Electric Vehicles
<a href="#">Engineering, Manufacturing, Processing and Control</a>	8713-331 Fitting and Assembly Technologies
	8713-332 Machining and Toolmaking Technologies
	8713-333 Composite Manufacturing Technologies
	8713-334 Fabrication and Welding Technologies
<a href="#">Design and Development</a>	8714-321 Mechanical Engineering
	8714-323 Control and Instrumentation Engineering
<a href="#">Agriculture, Land Management and Production</a>	8717-400 Crop Production
	8717-402 Land-based Engineering
	8717-403 Livestock Production
	8717-404 Ornamental and Environmental Horticulture and Landscaping
	8717-405 Trees and Woodland Management and Maintenance

## Approval window for T Level Technical Qualification delivery from September 2025

Each year, City & Guilds opens an approval window where Department for Education Approved Providers can apply to deliver T Levels with City & Guilds.

The approval window will open on **Monday, 24 February 2025** and will continue until **Friday, 27 June 2025**.



The T Level Technical Qualifications which are available for approval are set out in the table below.

Please note that Building Services Engineering is no longer available for applications through City & Guilds.

	Approval window
Animal Care and Management	<b>24 February 2025- 27 June 2025</b>
Agriculture, Land Management and Production	
Management and Administration	
Engineering and Manufacturing: Design and Development	
Engineering and Manufacturing: Maintenance, Installation and Repair	
Engineering and Manufacturing: Manufacturing, Processing and Control	

## Updated guidance on T Levels industry placements

The Department for Education has released new guidance on the delivery of T Levels industry placements. The guidance can be accessed [here](#), and the main changes include:

- Allowing up to 20% of the placement to take place remotely (up to 50% for T Levels in the Digital route)
- Allowing the placement to take place at route level as well as pathway level
- Allowing small team projects and simulated activities in skills hub and training centres to take place on the provider site (as well as externally), where this activity is delivered and overseen by the industry placement employer.

These new approaches are now applicable to all T Level students, with the exception of Education and Early Years and Dental Nursing specialisms, where there are specific requirements linked to licence to practice. Alongside the updated delivery guidance, there are also a range of other existing approaches that can be used to deliver placements – this is made clear in the guidance.

## City & Guilds communications survey

City & Guilds is currently reviewing its communications work, to make sure that we provide the best possible information and support for our centres. As part of that work, we are keen to hear directly from centres about your views on the communications which we issue to you.

Included below is a short survey, which we would ask you to fill in so that your thoughts and opinions shape our communications work moving forward.



## Centre contact details

As part of the VTQ Timely Delivery of Results checkpoint activity in 2025, we have gone live with some new functionality in Walled Garden for providing us with your centre contact information.

We hope you like the new easy-to-use self-service page in Walled Garden. You'll access this by clicking on the **Centre Services** tab (previously **Data Services**), and then clicking on a new **Contact Management** tab. You can view and update all your named Designated Contacts, Qualification Leads, and all Delivery staff in one area within three tabs.

Step-by-step instructions on how to provide and maintain your centre contact information can be found within the below guidance document for centres.



It is important for all centres to keep their contact details up to date with City & Guilds. It is an Ofqual requirement for us to collect this data, and it is essential that it is accurate so that we can keep you updated on key information about the delivery of our VTQ qualifications.

In case you missed it, we also recorded our support webinar for VTQ Delivery of Results in 2025.

In the webinar we cover the checkpoint data submission process and maintaining your contacts in Walled Garden.

You can locate the demonstration section of the webinar at 40:00 minutes.



## Becoming an Associate with City & Guilds

City & Guilds has a number of opportunities available to become an Associate with us.

These roles are a great way to develop your own skills, and also to support your students and your organisation. Many of the roles are flexible, and can be carried out alongside your other commitments.

We have different roles in many industry areas, including our T Levels:

- Land
- Building Services Engineering
- Construction
- Management and Administration
- Engineering and Manufacturing

You can view the full range of roles we have to offer, and share with others you think may be interested, by visiting our Associate vacancies website using the link below:

Associate vacancies website



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## Contact us

Should you have any questions or queries regarding the information contained within this email, please contact us using the details below:

**Customer Support**

☎ 01924 930 800

✉ [customersupport@cityandguilds.com](mailto:customersupport@cityandguilds.com)



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