T Level Technical Qualification in Management and Administration

2025-2026 Key dates schedule

Version 1.0

T Level Technical Qualification in Management and Administration

2025-2026 Key dates schedule

Contents

1. Enrolment

Registrations (for students enrolling in September 2025)	
Standard student registration period	1 September 2025 to 1 November 2025
Late student registration period	2 November 2025 to 23 December 2025
Very late student registration period	24 December 2025 to 31 July 2026
Reasonable adjustment requests deadline	To be submitted at the point of entry to the assessment and so aligns with the entry deadlines given in this document

Students must be registered to make an assessment entry (booking).

2. Assessments

Assessment Number	Assessment Title	Assessment Type	Available
8715-031	Core: Exam paper 1	Core	Autumn Summer
8715-032	Core: Exam paper 2	Core	Autumn Summer
8715-033	Core: Employer-Set Project	Core	Autumn Summer
8715-311	Management and Administration: Business Improvement Occupational Specialism	Occupational Specialism	Summer
8715-312	Management and Administration Team: Leadership and Management Occupational Specialism	Occupational Specialism	Summer
8715-313	Management and Administration: Business Support Occupational Specialism	Occupational Specialism	Summer

3. Autumn Series 2025

Core assessments only

- Employer-Set Project (ESP)
- Core Exam Paper 1 and Paper 2

Employer-Set Project and Core Exam Paper 1 and 2 Autumn 2025 assessment entry (booking)	
Standard assessment entry period	1 September 2025 to 30 September 2025
Late assessment entry period	1 October 2025 to 15 October 2025
Very late assessment entry period	16 October 2025 to 26 October 2025

Core Assessments Autumn 2025 assessment dates/windows	
Employer Set Project (ESP) materials release	27 October 2025
Employer Set Project (ESP) delivery window	3 November 2025 to 28 November 2025
Employer Set Project (ESP) evidence upload deadline	28 November 2025
Exam Paper 1	26 November 2025 9:30-12:00*
Exam Paper 2	3 December 2025 9:30-12:00*
Special consideration requests deadline	Five working days after the exam/submission date

Autumn 2025 results	
Restricted release of TQ component results data to centres	18 March 2026
Release of results from centres to students	19 March 2026
Access to scripts – support review of marking & teaching and learning	Within 10 working days of release of results to students
Deadline for 'Review of Marking' ROM requests	23 April 2026
Deadline for appeals submissions	30 calendar days from the outcome of the review of marking

4. Summer Series 2026

Core Assessments

- Employer-Set Project
- Examination Paper 1 and Paper 2

Occupational Specialisms

Occupational Specialism Summer 2026 assessment entry (booking)	
Standard assessment entry period	1 September 2025 to 17 November 2025
Late assessment entry period	18 November 2025 to 15 December 2025
Very late assessment entry period	16 December 2025 to 9 January 2026

Please note all occupational specialisms work to the same dates.

Employer-Set Project (ESP) Assessment Summer 2026 assessment entry (booking)	
Standard assessment entry period	2 January 2026 to 16 February 2026
Late assessment entry period	17 February 2026 to 5 March 2026
Very late assessment entry period	6 March 2026 to 20 March 2026

Core Exam Paper 1 and 2 Assessment Summer 2026 assessment entry (booking)	
Standard assessment entry period	2 January 2026 to 31 March 2026
Late assessment entry period	1 April 2026 to 30 April 2026
Very late assessment entry period	1 May 2026 to 31 May 2026

Occupational Specialism Summer 2026 assessment dates/windows	
Release of live Occupational Specialism assessment materials	19 January 2026
Occupational Specialism window	2 February 2026 to 15 May 2026
Occupational Specialism evidence upload deadline	15 May 2026

Please note all occupational specialisms work to the same dates.

Core Assessments Summer 2026 assessment dates/windows	
Employer-Set Project (ESP) materials release	23 March 2026
Employer-Set Project (ESP) delivery window	30 March 2026 to 8 May 2026
Employer-Set Project (ESP) evidence upload deadline	8 May 2026
Exam Paper 1	2 June 2026 9:30-12:00*
Exam Paper 2	9 June 2026 9:30-12:00*
Special consideration requests deadline	Five working days after the exam/submission date

Summer 2026 results	
Restricted release of TQ component results data to centres	19 August 2026
Release of results from centres to students	20 August 2026
Access to scripts – support review of marking & teaching and learning	Within 10 working days of release of results to students
Deadline for 'Review of Marking' (RoM) requests	24 September 2026
Deadline for appeals submissions	30 calendar days from the outcome of the review of marking
T Level certificates (where eligible) will be issued by the Department for Education	From August 2026

5.   Approval Window (to deliver from September 2026)

Each year City & Guilds will open an approval window where DfE Approved Providers can apply to deliver T Levels with City & Guilds.

This window runs from the last Monday in February through to the last Friday in June.

Approval Window	
Window opens	23 February 2026
Window closes	26 June 2026

6.   Key dates for other academic years

These dates can be found within the T Level Technical Qualification in Management and Administration 2025/26 Key dates schedule.

City & Guilds will release a consultation for keys dates relating to 2026/27 in Spring 2025

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Get in touch

The City & Guilds Quality team are here to answer any queries you may have regarding your T Level Technical Qualification delivery.

Should you require assistance, please contact us using the details below:

Monday - Friday | 08:30 - 17:00 GMT

T: 0300 303 53 52

E: **technicals.quality@cityandguilds.com**

W: **www.cityandguilds.com/tlevels**

Web chat available here.