

# Functional Skills 2020 checklist

City & Guilds: [cityandguilds.com/functionalskills](http://cityandguilds.com/functionalskills)  
 Walled Garden: [walled-garden.com](http://walled-garden.com)

2020			
September	October	November	December
<p><b>28 September</b>  <b>Level 1 &amp; 2 English</b>                      Last date a paper-based on demand assessment for Reading or Writing can be booked in Walled Garden. Complete? <input type="checkbox"/></p> <p><b>28 September</b>  <b>Level 1 &amp; 2 Maths</b>                      Last date a paper-based on demand assessment for Mathematics can be booked in Walled Garden. Complete? <input type="checkbox"/></p>	<p><b>23 October</b>  <b>Level 1 &amp; 2 English</b>                      Last date paper-based Reading or Writing assessments can be taken. Complete? <input type="checkbox"/></p> <p>Last date an onscreen e-volve assessment can be booked (for immediate sitting) for Reading or Writing. Complete? <input type="checkbox"/></p> <p><b>23 October</b>  <b>Level 1 &amp; 2 Maths</b>                      Last date paper-based Mathematics assessments can be taken. Complete? <input type="checkbox"/></p> <p>Last date an onscreen e-volve assessment can be booked (for immediate sitting) for Mathematics. Complete? <input type="checkbox"/></p> <p><b>26 October</b>  <b>Level 1 &amp; 2 English</b>                      All completed scripts for paper-based Reading or Writing assessment to be received by City &amp; Guilds. Complete? <input type="checkbox"/></p> <p><b>26 October</b>  <b>Level 1 &amp; 2 Maths</b>                      All completed scripts for paper-based Mathematics assessment to be received by City &amp; Guilds. Complete? <input type="checkbox"/></p> <p><b>30 October</b>  <b>Entry Level 1, 2 &amp; 3 FS English</b>                      Final date for learners to sit Reading, Writing and Speaking, Listening &amp; Communication assessments. Complete? <input type="checkbox"/></p> <p><b>30 October</b>  <b>Entry Level 1, 2 &amp; 3 FS Maths</b>                      Final date for learners to sit the Entry Mathematics assessments. Complete? <input type="checkbox"/></p> <p><b>30 October</b>  <b>Level 1 &amp; 2 FS English</b>                      Final date for learners to be assessed for Speaking, Listening &amp; Communication. Complete? <input type="checkbox"/></p>	<p><b>23 November</b>  <b>Level 1 &amp; 2 English</b>                      All results for Reading and Writing assessments issued. Complete? <input type="checkbox"/></p> <p><b>23 November</b>  <b>Level 1 &amp; 2 Maths</b>                      All results for Mathematics assessments issued. Complete? <input type="checkbox"/></p> <p><b>30 November</b>  <b>Entry Level 1, 2 &amp; 3 English</b>                      All Internal Quality and External Quality Assurance activity completed. Complete? <input type="checkbox"/></p> <p><b>30 November</b>  <b>Entry Level 1, 2 &amp; 3 Maths</b>                      All Internal Quality and External Quality Assurance activity completed. Complete? <input type="checkbox"/></p> <p><b>30 November</b>  <b>Level 1 &amp; 2 English</b>                      All Internal Quality and External Quality Assurance activity for Speaking, Listening &amp; Communication completed. Complete? <input type="checkbox"/></p> <p><b>30 November</b>  <b>Entry Level 1, 2 &amp; 3 English</b>                      All claims for Functional Skills English Entry Level 1, 2 &amp; 3, where an exemption for a component is being requested must be submitted by this date. Complete? <input type="checkbox"/></p> <p><b>30 November</b>  <b>Level 1 &amp; 2 English</b>                      All claims for Functional Skills English where an exemption for a component is being requested must be submitted by this date. Complete? <input type="checkbox"/></p>	<p><b>18 December</b>  <b>Entry Level 1, 2 &amp; 3 English</b>                      All claims for 3748-901, 3748-902 and 3748-903 must be submitted. Complete? <input type="checkbox"/></p> <p><b>18 December</b>  <b>Entry Level 1, 2 &amp; 3 Maths</b>                      All claims for 3748-016, 3748-017 and 3748-018 must be submitted. Complete? <input type="checkbox"/></p> <p><b>18 December</b>  <b>Level 1 &amp; 2 English</b>                      All claims for 3748-904 and 3748-905 must be submitted. Complete? <input type="checkbox"/></p> <p><b>31 December</b>                      All certificates for <b>Entry 1, Entry 2 and Entry 3 Functional Skills English</b> issued to centres. Complete? <input type="checkbox"/></p> <p><b>31 December</b>                      All certificates for <b>Entry 1, Entry 2 and Entry 3 Functional Skills Mathematics</b> issued to centres. Complete? <input type="checkbox"/></p> <p><b>31 December</b>                      All certificates for <b>Level 1 and Level 2 Functional Skills English</b> issued to centres. Complete? <input type="checkbox"/></p> <p><b>31 December</b>                      All certificates for <b>Level 1 and Level 2 Functional Skills Mathematics</b> issued to centres. Complete? <input type="checkbox"/></p>

If you have any questions please contact us:

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