Level 3 Recruiter – The Process

Timeline	Process Step
Gateway minus 12 weeks	MOU
Gateway minus 6 weeks	Registration
Gateway minus 3 weeks	Gateway review
	Gateway Allocate EPA , submission of portfolio of evidence, mapping document and declaration of authenticity
	RECAO IEPA to book planning meeting
Gateway plus 1 week	Planning meeting and set presentation title
Up to Gateway plus 7 weeks	Submit presentation to RECAO IEPA
Up to Gateway plus 10-12 weeks	End Point Assessments – Presentation and Q&A, Professional Discussion
Up to Gateway plus 11-14 weeks	Outcome decision
	Moderation/Internal Quality Assurance
Resit within 12 weeks of result	Result sent via email to the Training provider and Apprentice
	ESFA contacted for certification of Apprenticeship