

## **T Level Technical Qualifications** Registrations, assessment entries (bookings) and results

A guide to support T Level Providers with registrations, assessment entries (bookings) and results in Walled Garden

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Access to scripts, marks and commentary

<u>Appendix</u>





## Key dates

For full information and dates for the registration, assessment entry windows and results dates referenced in this guide, please see the key dates schedule for the relevant T Level Technical Qualification.

These can be found on the <u>T Level Resource Hub</u>



Version 2.6, August 2024







Version 2.6, August 2024

August

#### **Registration options**

Registrations can be made either through Walled Garden catalogue, or through EDI (Electronic Data Interchange). Registration for the Core Component and the Occupational Specialism (OS) must be made at the same time (they can be completed in the same transaction). If you do not complete the registrations accurately, you may not meet the requirements for the relevant funding.

Registrations made through EDI must include a registration for the Core Component and the OS as part of the EDI file. If this is not completed correctly providers will incur additional fees.

Providers are unable to register a student for an OS, before registering onto the Core Component.



## **Registration fees and refunds**

Registration fees are attached to the Core Component only.

No fee is attached to registration for the Occupational Specialism (OS), unless this was made within the late or very late registration windows (late registration fees apply).

#### Fees

The full list of fees are published for each Technical Qualification. You can find these under the fees section of the <u>T Level Resource Hub</u>.

#### Refunds

If a student's registration is cancelled by 31 January of the same academic year, the provider will receive a full refund (including late and very late fees).

If a cancellation is completed after 31 January, City & Guilds will not provide a refund of any fee associated with T Levels registration or assessment entry, even for cancellations completed within 30 days of the booking. See the next slide for further information.



## **Refunding of cancelled registrations**

#### **Cancellations prior to 31 January**

Prior to 31 January of each academic year, registration cancellations should be requested by contacting Customer Support using the contact information as detailed on page 58 of this guide.



#### Requests for registration cancellations after 31 January of each year

After 31 January, any students who have withdrawn from the Technical Qualification should be notified to City and Guilds in accordance with the Delivery of Results (DoR) Checkpoint activity as detailed on Slide 19.

City & Guilds will not provide a refund of any fee associated with T Levels registration or assessment entry after this date, even for cancellations completed within 30 days of the booking.

First, please log in to Walled Garden.

Once logged in, click on **Catalogue**, which will take you to a list of your approved qualifications.



From your list of approved qualifications, select the **Core Component** qualification you want to register students on.

A list of qualification codes are provided in the <u>Appendix</u>.

Please **do not** select the Occupational Specialism (OS) at this stage.

Click on the blue text of the qualification title or use the search functionality to narrow down the list of qualifications.

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✓ 8710-30		ervices engineering core component	Full
✔ 8710-37	Level 3 T-Level Protection	systems engineering occupational specialism	Full

Review the qualification to ensure it is correct and that it is the Core Component.

Now click **Place an order**.

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Fees per learner     Rules of combination - in     Learning pathways     Units and Assessments     Timetable     Additional information	iteractive		

Select the option for **Named registration**. Where a student is already registered with City & Guilds, please use the search functions to locate the existing student. If this is a new student enrolment, please select **Add new candidate**.

Enter all student details. Mandatory requirements are marked with \* .

You'll notice that **Unique Learner Number (ULN)** is a mandatory requirement. You **must** ensure this is accurate as we will use this for reporting registration and results information to the DfE (Department for Education).

Then click Add new candidate.	
(Department for Education).	



Now click Add new candidate.

A pop-up box will ask if you wish to add additional students. Select **Yes** or **No**.

Check the student details are correct in the **Added to basket** section or click **View basket**.

In the basket, click **Continue**.

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Walled Garden will display a message whilst it creates the student details.

Once complete, you can obtain the student enrolment numbers (ENRs) from the drop-down menu. Note these down for reference, you'll need them shortly.

If you want to register these students on the Occupational Specialism (OS) in the same transaction (as recommended), click **Save basket**.

If you are checking out now, click **Continue**.

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OTF3683	Hedi	Stern	F	01.01.2004	View Remove			
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Return to the **Catalogue** and locate the relevant Occupational Specialism (OS) you need to make a registration for in the same way as before.

A list of occupational specialism codes are provided in the <u>Appendix</u>.

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✔ 8710-30	Level 3 T Lev	evel Building services engineering o	core component Ful	
✔ 8710-37	Level 3 T-Le	evel Protection systems engineering	g occupational specialism Ful	

Enter the enrolment numbers (noted from earlier) you want to add to this Occupational Specialism (OS).

Click Search.

Select the students you want to add and then click Add to basket.

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	EFZ6717	Hedi		Ste	ern F		01.01.2004	TLEVEL_BSE_2021/22
								Add to basket

Check it's the right OS, then click **Place an order**.

This time, use the **Enrolment Number** search option and click **Multiple enrolment numbers**.

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#### Click View basket.

Check the basket contains all the correct information, using the drop-down menus to see the student information for both the **Core Component** and the **Occupational Specialism** (OS).

If you've missed a student off, use the **Add candidate** button.

When you're finished, complete the checkout process by clicking **Continue**.

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Institute for Apprenticeships & Technical Education

## Withdrawing students from T Level Technical Qualifications





#### Withdrawing students

If a student was registered on a T Level Technical Qualification but withdraws from the course prior to 31 January of the **same academic year**, providers are encouraged to inform us of this, and the registration fee will be refunded. We must be notified of this prior to **31 January** for the registration fee to be reimbursed.

Please contact <a href="mailto:customersupport@cityandguilds.com">customersupport@cityandguilds.com</a>

We will not process any registration cancellations or withdrawals after 31 January via customer services. Providers must then provide the withdrawal confirmation through the annual Delivery of Results (DoR) checkpoint activity (this was previously referred to as VTQ Checkpoint).



The DoR checkpoint activity requires providers to inform us of the certification intention of all registered students. We must be notified of all students who have withdrawn from their course.

More information can be found on our VTQ Information Hub.

If you require any support with this, please contact centreoperations@cityandguilds.com

#### Withdrawing students: results

If a student has attempted any T Level component before being withdrawn from the program, their results will **not** be removed or deleted.

Results will be available via the Walled Garden in the **T Level Result Slip**.

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andidate name and numbers:			
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ualification: T Level Technical Qualification in Building Serv	ices Engineering for Construction (Level 3) (	603/6911/5	
ries: Summer 2023 Date generated: 16			
esult Type Series Reference Title	Mark	UMS	Grade/Status
lb- mponent 8710-U001 Core: Examinations		142	D
am 8710-031 Core: Exam Paper			Attempted
am 8710-032 Core: Exam Paper			Attempted
mponent 8710-033 Core: Employer-Se	t Project 40	58	E
	ices Engineering for Construction	226	D
cupational 8710-353 Electrotechnical En	gineering 45		Pass
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hb- mponent 2023 8710-U001 Core: Examinations	3	142	D
Ib- Mponent 2022 8710-033 Core: Employer-Se Mponent 2022	t Project 58	84	В



# Assessment entries (bookings)





3

### **Entry information**

Providers can make assessment entries for their students onto the Core assessments (Core exam paper 1, Core exam paper 2 and the Employer Set Project) from:

- Early January for the Summer Series standard entry window
- Early September for the Autumn Series standard entry window

Providers will not be charged for an assessment entry, as long as it is a student's first attempt, and if the entry is made within the standard entry window.





Version 2.6,

### **Entry fees**

Entry fees for assessments only apply where it is a re-sit or where the entry is made in the 'late' or 'very late' entry window.

#### Fees

The full list of fees are published for each Technical Qualification.

You can find these under the 'Fees' section of the

T Level Resource Hub.



#### **Entries for the Core assessments**

Providers should enter students onto Paper 1 and Paper 2 as part of the same transaction.

If you attempt to make an entry onto a single paper in Walled Garden, you will be forced to book onto the other as well.

Both papers must be completed within the same assessment series (E.g. Summer).

Therefore, if a student chooses to re-sit one or more papers, then they will need to re-sit **both** papers within the same assessment series.

Fees apply for any re-sit of the core assessments.



#### **Entries for the ESP**

Your student may wish to sit the first attempt of their Paper 1 and 2 in a different assessment series to their Employer Set Project (ESP).

If this is the case, please only book the appropriate assessment. We no longer require the first attempt of all assessments to be sat in the same series.

A student's re-sit of the ESP can also be completed in a different assessment series to Paper 1 and Paper 2.

The ESP assessment entry does not need to be made at the same time as Paper 1 and 2. However this is strongly recommended if the student is taking the assessments in the same series.



First, please log in to Walled Garden.

Once logged in, click on **Catalogue**, which will take you to a list of your approved qualifications.



From your list of approved qualifications, select the **Core Component** qualification you want to place entries for.

A list of qualification codes are provided in the <u>Appendix</u>.

Please **do not** select the Occupational Specialism (OS).

Click on the blue text of the qualification title or use the search functionality to narrow down the list of qualifications.

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City 😤	lm WalledGarden		o;						
Guilds	WalledGarden		Log out						
<b>↑</b> Ca	Data Quality services	Reports Settings	<b>x</b>						
Catalogue Acces	ss arrangements Candidate management e-certific	ates Price list e-volve scheduling Publications & r	nerchandise SmartScreen Alternative results						
View catalogue as centre:	999990 - SAP TEST UK								
SHOW APPROVED	VIEW ALL INDUSTRY/SECTOR MY	FAVOURITES FREQUENTLY ORDERED PRODU	JCTS CLEAR FILTERS						
Search catalogue	<b>Q</b> 8710		×						
Advanced searching	Your search results will be returned to you, within the table at the base of the page. Advanced search								
CITY & GUILDS	UK ILM *Orders can only be place	ed from one of these organisations at a time							
Results summary:	Showing results 2 of 2		Show 10 results						
Approved	Code Level Nar	me *	Route						
~	8710-30 Level 3 T Le	evel Building services engineering core compon	ent Full						
Ý	8710-37 Level 3 T-Le	evel Protection systems engineering occupation	al specialism Full						

Review the qualification to ensure it is correct and that it is the Core Component.

Now click **Place an order**.

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City 👫 ilm Walled Garden	00
Guilds WalledGarden	Log out
Catalogue Data Quality Repo	rts Settings
Back to search results	
8710-30	Place an order
T Level Building services engineering core comp	Add to favourites
Registrations open from 01.09.2021 Accreditation Number (QAN): 603/6911/5	
Provider: City & Guilds	
Last registration: 31.08.2024 Last certification: 31.08.20	27
Information	
Fees per learner      Rules of combination - interactive	
Learning pathways	
Units and Assessments	
Timetable	

Select the option for **Dated entry**.

The assessment selection table will populate after a few seconds.

To show the rules of combination for the TQ you can use the dropdown menu for **Learning pathway**.

The assessment selection table will display the core assessments:

- Paper 1
- Paper 2
- Employer set project

Alect order type   Named registration Unamed registration Outed entry Results entry On Demand Eigbility booking Atternative result entry   is section allows you to schedule examinations for registered candidates on a pre-set date.   Image: Conter type Image: Conter type Image: Conter type Image: Conter type   Image: Conter type Image: Conter type Image: Conter type Image: Conter type   Image: Conter type Image: Conter type Image: Conter type Image: Conter type   Image: Conter type Image: Conter type Image: Conter type Image: Conter type   Image: Conter type Image: Conter type Image: Conter type Image: Conter type   Image: Conter type Image: Conter type Image: Conter type Image: Conter type   Image: Conter type Image: Conter type Image: Conter type Image: Conter type   Image: Conter type Image: Conter type Image: Conter type Image: Conter type   Image: Conter type Image: Conter type Image: Conter type Image: Conter type   Image: Conter type Image: Conter type Image: Conter type Image: Conter type   Image: Conter type Image: Conter type Image: Conter type Image: Conter type   Image: Conter type Image: Conter type Image: Conter type Image: Conter type   Image: Conter type Image: Conter type Image: Conter type Image: Conter type   Image: Conter type Image: Conter type Image: Conter type Image: Conter type <			•		
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Centre No.       999990       Customer No. 0001066854       Order type [Dated entry]         CustRictation selected       0710-30       TLevel Building services engineering core component       Full         Search available unit or assessments       Full       Enter the unit or assessments number in the formal 3038-001 or select from the listing below. Click Search.       Forduct       Search         Product       Search       Search       Search         To navigate, use the soroll bur and sol options. You can sort on any of the columns below by clicking on the column heating.       To aside the units or assessments. Select the checkbox in the order column. Select the date using the drop down list in the date column. Click Continue.         Learning Pathway       V         SelectDiscelect All       Date         Order       Product code       Description         Grifer       Product code       Description         Vietten       Vietten       Vietten         Grifer       Gridual Exam paper 2       Vietten	▶ -	Order type	Qualification Candidates	Accessories Cher	
Cualification selected         B710-30         T Level Building services engineering core component         Full           Search available unit or assessments         Enter the unit or assessments number in the format 3038-001 or select from the listing below. Click Search.         Product         Search           Product         Search         Search         To select the unit or assessments.         Search           Product         Search         Search         To select the units or assessments.         Search           To analgate, use the scroll bar and sort options. You can sort on any of the columns below by clicking on the column heading.         To select the units or assessments. Select the checkbox in the order column. Select the date using the drop down list in the date column. Click Continue.         Learning Pathway         Image: Search           Select/Deselect All         Search         Image: Search         Image: Search         Image: Search           Order         Product code         Description         To reduct code         Description         Image: Search           Image: Search         Search         Image: Search         Image: Search         Image: Search         Image: Search	Unit or Asse	ssment selectio	n		(
Enter the unit or assessments number in the formal 3636-001 or select from the listing below. Click Search.  Product  Product or Assessments  Product or Assessments  To select the units or assessments. Select the checkbox in the order columns below by clicking on the column heading.  To select the units or assessments. Select the checkbox in the order column. Select the date using the drop down list in the date column. Click Continue.  Learning Pathway  SelectLlearning Pathway  Date  Order  Product code  Description  From  From From					Full
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8710-033         Employer set project		8710-032	Exam paper 2	Written	· ·
		8710-033	Employer set project	Project	<b>`</b>

Select the assessments you wish to place an entry for using the tick box in the **Order** column.

Remember you must always make entries for both Paper 1 and Paper 2 in the same transaction, so select both and make sure the dates selected are within the same assessment series.

Use the drop-down menu in the **Date** column to select the assessment dates.

		•			
▶ -	Order type	Qualification Candidates	Accessories	Checkout Confirmation	
Unit or Asse	essment selectio	n			0
Centre No. Qualification s	selected 871	990         Customer No.         0001066854         Order type         Dated           0-30         T Level Building services engineering core co		Full	
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Order	Product code	Description	Туре	Date	
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	8710-032	Exam paper 2	Written	21.06.2022 13:00 🗸	
	8710-033	Employer set project	Project	· · ·	
q	Cancel	Back		Continue	-

On the next screen, check the assessments display correctly in the table.

Then use the drop-down menu **Search existing candidates** to chose how you want to add students to the assessment entry.



				•				
Select order	r type							
Named registr	tration Unnamed r	egistration Dated entr	y Results entry	On Demand Eli	gibility booking	Alternative	e result entry	
This section all	llows you to schedule	examinations for register	ed candidates on a	pre-set date.				
▶ -	Order type	Qualification	Candidates	Accessories			Confirmation	
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code 8710- Exa	am paper 1							Written
031 8710- Exa	am paper 2							Written
8710- Em	nployer set project							Project
8710- 032 Exa								

In this example, we've just used the **Single Enrolment No.** search option and entering the enrolment number in the search field.

The student displays in the table. You then need to click **Update Order**. You can continue to add other students using the search, just remember to update the order again each time.

Once all students are added to the order, click **Continue**.

ſhis	s section	allows you t	to schedule e	axaminations for registere	ed candidates on a pre-set d	ate.				
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Re-check the information displayed in the table is correct and confirm the assessment codes using the check boxes.

Then click **Continue**.

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Last regis	stration: 31.08.2	024 Last certific	ation: 31.0	08.2027			
Select or	der type						
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This section	allows you to schedule	e examinations for reg	stered candidate:	s on a pre-set date.			
⊳	Order type	Qualification	Candidate	s Acces	> sories	Checkou	
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Centre No. Qualificatio				der type Dated entry	ent		Full
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To select the Remove	e units or Assessments, cli ENR No.	ck in the checkbox(es) in th ULN	e assessments colum First Name	n, or use the selection but Last Name	tons. When c Gender	omplete, click Contin DOB	ue. Product Code
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		3332456805	Hedi	Stem	Female	01.01.2004	031 🗹 032 🗹 033 🗹
	EFZ6717						
	EFZ6717			Deselect All	1		Select All
Re				Deselect All Back		I	Select All Continue

This is the final page, and last opportunity to view and/or amend the order details.

Use the **Amend** button to add or remove students for the assessment or use the **Details** button to view and check the students added to each assessment.

For Paper 1 and Paper 2 you can select an **alternative delivery address** within the details view.

When you've finished the order process and ready to complete the entries press **Submit Order**.

Delivery address for SAP Test U1A GiltspuLondon  Date selected: 14.06.2022 Time selected: 13:00 Candidates for this line item           ERR No.         ULN         First name         Middle name         Last name         Gender         DOB         Your Ref.           EF26729         3332456805         Jennifer         Rush         Female         01.01.2004         TLEVEL_TAG_202           EF26717         3332456805         Hedi         Stem         Female         01.01.2004         TLEVEL_BSE_202		Deta	il	Product	t code	Product descripti	on		0	order type	Qty		Price	Total	Delete	
Bits left       Control         Cardiades for this line item       Instantante       Last name       Gender       DOB       Your Ref.         EF25779       3332456005       Jennifer       Rush       Fenale       01012004       TLEVEL_TAG_202         EF25779       3332456005       Hedi       Stem       Fenale       01012004       TLEVEL_TAG_202         EF25779       3332456005       Hedi       Stem       Fenale       01012004       TLEVEL_TAG_202         EF25779       3332456005       Hedi       Stem       Fenale       01012004       TLEVEL_S5E_202         EF25717       332456005       Hedi       Stem       Fenale       01012004       TLEVEL_S5E_202         EF25717       332456005       Hedi       Stem       Dated entry       2       0.00       0.00       00         EF25717       S12456005       Hedi       Stem paper 2       Dated entry       2       0.00       0.00       00 <th>Ø</th> <th>6</th> <th>8</th> <th>8710-03</th> <th>31</th> <th>Exam paper 1</th> <th></th> <th></th> <th>D</th> <th>ated entry</th> <th></th> <th>2</th> <th>0.00</th> <th>0.00</th> <th></th>	Ø	6	8	8710-03	31	Exam paper 1			D	ated entry		2	0.00	0.00		
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The assessment entry (booking) process is now complete.

We recommend you print the page (e.g. to pdf and save locally) for your records, or make a note of the order number for future records.

The assessment entries will now show on the student history.

Remember to place an assessment entry for the ESP if you have not completed this in the same transaction.

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Institute for Apprenticeships & Technical Education

# Amending student details

# For missing ULNs




If you've registered students via EDI and not included the ULN (Unique Learner Number), we will contact you and request this missing information is provided via Walled Garden.

You can add missing ULNs for your students directly in Walled Garden.

Once logged in, click on **Catalogue**, and then **candidate management** in the sub-menu.

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In the candidate management section, select View / Amend / Print candidate details and then click Continue.

On the next page use the search box to select the method you want to search by, either by **candidate details** or ideally by **Enrolment No**.

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Once you have located and selected the student you need to add the ULN to, click **Amend**.

On the amendment screen, add the ULN at the top of the second table.

You'll also need to select a **Reason for Change** towards the bottom. Please choose **Incorrect Unique Learner Number**.

Click **Save** and check the student record has updated correctly.

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Gender Mala DOB (dd.mm.yyyy) 01.0 Place of birth Unique Learner Number Nationality Ethnic code Enail Enail		Back To Amend	Country Postcode Driving licence No. Driving licence country NI No. Scottish candidate No. NRO SO No.		

Please ensure that the student data that you have submitted to Walled Garden agrees with the student data you have submitted and uploaded to the DfE Learning Records Service (LRS portal).

Please ensure that first name, middle name, last name, gender, date of birth and Unique Learner Number (ULN) are all accurate.

Any discrepancies in this data may result in a delay to your result notifications.





### Download your T Level Result Slips





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For T Level results you will need to download a result slip for each student.

This is provided via functionality in Walled Garden.

Centres **must not** try to interpret T Level results using existing reports such as **Candidate History**, **Results Listing** or **Certification Listing** etc.

Results data downloaded via EDI will also not represent accurate results information for T Levels.

				<b>7-</b>	LE	VELS
Report: Resu	Its Slip					
Candidate na	ime and nun	nbers:				
Centre name	and numbe	rs:				
Qualification	: T Level Te	chnical Qualifica	ation in Building Services Engineering for Construction (L	evel 3) (6	03/6911/	5)
Series: Sumn	ner 2023		Date generated: 16 August 2023			
Result Type	Series	Reference	Title	Mark	UMS	Grade/Status
Sub- component		8710-U001	Core: Examinations		142	D
Exam		8710-031	Core: Exam Paper 1	40		Attempted
Exam		8710-032	Core: Exam Paper 2	42		Attempted
Sub- component		8710-033	Core: Employer-Set Project	40	58	E
Core component		8710-30A-001	Core: Building Services Engineering for Construction		226	D
Occupational Specialism		8710-353	Electrotechnical Engineering	45		Pass
			1			
Contribution	from:					
Sub- component	Summer 2023	8710-U001	Core: Examinations		142	D
Sub- component	Autumn 2022	8710-033	Core: Employer-Set Project	58	84	В

To download your **T Level Result Slips**, click on **Reports**, and then **Candidate results** in the sub-menu.

#### Select T Level Results Slip from the Show

**me** dropdown menu. In the search menu select the relevant fields:



Select the specific centre number where students are registered or choose 'All my centres' if you need to download across multiple centre numbers.

Select the T Level Technical Qualification you need to search for (optional).

Use the student search filters if you need to narrow down to a specific student.

You will need to select the specific assessment series you need to draw the results from (such as 'Summer Series) and the year (such as 2024).



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The students entered for the assessments within the specified search criteria will be displayed in the table.

Centres can either **Select All** or select specific students and then click **Download PDF**.

The students selected will download as a single combined PDF file. So, if you want to split these into individual files you will either need to convert after download or download each student individually.

		(	•									
City of the City o	Walled	Garden							¢°			
A Catalogue	Data services	Quality Rep	orts	Settings								
Financial Orders Candidate results	LRS DAS	Qualifications Amend On D	emand orders	SmartScreen	subscriptions							
	T Levels F	Results Slip										^
Define the report by using the search criteria below. The fields may change depending upon the selections made. Click Search to continue.	Centre N	0. Cu:	stomer No.		Centre name							
Show me T Levels Results Slip	999990	999990 1066854 SAP TEST UK CRONE										
which: *     99990     v       beingt     is onto       Suffer     (9710 - T Level Tech Qual in Bldg Construction v       ENR No.		results ect All De-Selec required candidate by clicking		the Select col	umn						lownload P	OF
First name	Select	Qual Title	ENR	ULN	First Name	Middle Name	Last Name	DOB	Gender	Merged Date	Centre	~
DOB Gender V		T Level Technical Qualification in Building Services Engineering for Construction (Level 3) (603/6911/5)	OTTODDE	3332456805		Name		01.01.2003		Date	999990	Î
Series * Summer Series V Year * 2022 V		T Level Technical Qualification in Building Services Engineering for Construction (Level 3) (603/6911/5)	OTF9429	9865689277				01.03.2001	м		999990	
* denotes mandatory field In this search Series and Year are mandatory. Search	-	T Level Technical Qualification In Building Services Engineering for Construction (Level 3) (603/6911/5)	OTF9686					01.01.1998	F		999990	
		T Level Technical Qualification in Building Services Engineering for Construction (Level 3) (603/6911/5)	OTF9698					01.10.1998	м		999990	
		T Level Technical Qualification in Building Services Engineering for Construction (Level 3) (603/6911/5) T Level Technical Qualification	OTF9700					07.08.1997	F		999990	
		T Level Technical Qualification in Building Services Engineering for Construction (Level 3) (603/6911/5) T Level Technical Qualification	OTG4086	3942456868				01.01.1990	м		999990	

Each page displays the result slip for a student. These can be provided to students either via paper copy or electronically on result day.

We recommend centres refer to the grading guidance available on the <u>T Level Resource Hub</u> for detailed information on how to interpret the information presented on the result slips.

However, we have provided a quick-reference guide on the next page.

### *î***-LEVELS**

Report: Results Slip

Candidate name and numbers:

Centre name and numbers:

Qualification: T Level Technical Qualification in Building Services Engineering for Construction (Level 3) (603/6911/5)

Series: Summer 2023 Date gen

Result Type	Series	Reference	Title	Mark	UMS	Grade/Status
Sub- component		8710-U001	Core: Examinations		142	D
Exam		8710-031	Core: Exam Paper 1	40		Attempted
Exam		8710-032	Core: Exam Paper 2	42		Attempted
Sub- component		8710-033	Core: Employer-Set Project	40	58	E
Core component		8710-30A-001	Core: Building Services Engineering for Construction		226	D
Occupational Specialism		8710-353	Electrotechnical Engineering	45		Pass

#### Contribution from:

Sub- component	Summer 2023	8710-U001	Core: Examinations		142	D
Sub- component	Autumn 2022	8710-033	Core: Employer-Set Project	58	84	В

# denotes where a grade is derived from an absent or disqualified result.

This is not a formal qualification certificate or statement of achievement.

These grades have been awarded but are provisional until the deadline for post results services (including review of marking/moderation requests) has passed and any requests submitted have been processed.

City & Guilds reserves the right to amend the information given on the Results Slip.

The T Level Technical Qualification is a qualification approved and managed by the Institute for Apprenticeships and Technical Education. City & Guilds is currently authorised by the Institute to develop and deliver this Technical Qualification.

### **Understanding the T Level Result Slip**

#### Reference

This will either be the assessment code. or the system generated code for either the sub-component and/or core component results, and/or Occupational Specialism.

Candidate n	ame and n	umbers:				
Centre name	and numb	oers:				
Qualification	n: T Level	Technica Qualific	ation in Building Services Engineering for Cons	struction (Level 3) (6	03/6911	/5)
Series: Sum	mer 2023	. ↓	Date generated: 16 August 2023			+
Result Type	Series	Reference	Title	Mark	UMS	Grade/Status
Sub- component		8710-U001	Core: Examinations		142	D
Exam		8710-031	Core: Exam Paper 1	40		Attempted
Exam		8710-032	Core: Exam Paper 2	42		Attempted

#### Attempted Exa Attempted Sub-8710-033 Core: Employer-Set Project 40 58 E component Core 8710-30A-001 Core: Building Services Engineering for Construction 226 D component Occupational 8710-353 Electrotechnical Engineering 45 Pass Specialism

T-LEVELS

#### Contribution from:

Report: Results Slip

Sub- component	Summer 2023	8710-U001	Core: Examinations		142	D
Sub- component	Autumn 2022	8710-033	Core: Employer-Set Project	58	84	В

#### Mark

This is the raw mark for the individual sub-component exams, the Employer-Set Project (ESP), and the Occupational Specialism.

The raw marks for the core exams can be used by centres to indicate student performance using the published Notional Grade Boundaries. However, these are for illustrative purposes only.

This is not a formal qualification certificate or statement of achievement.

These grades have been awarded but are provisional until the deadline for post results services (including review of marking/moderation requests) has passed and any requests submitted have been processed.

City & Guilds reserves the right to amend the information given on the Results Slip.

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#### Grade / Status

The grade achieved will display for each of the sub-components and then the final grade achieved for the overall core component

For the individual exam components, a grade is not published, this will display as either 'Attempted' or 'Absent'.

#### Uniform Mark Scale (UMS)

Students' raw sub-component marks will be converted to a Uniform Mark Scale (UMS). The UMS is used to convert the sub-component 'raw' marks into uniform marks. This is done to standardise marks from one series to another as assessments may vary in difficulty.

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### **Understanding the T Level Result Slip**

**Result Type** 

The T Level 'Core' is broken down into Sub-component level and the individual assessment level.

The **core component** is the combined result for the core assessments (Exam papers 1 and 2, and the ESP). The students' overall Core result is calculated using the best subcomponent results from across all series.

#### The **sub-components** for the core are;

- 1. the combined result for the core exams.
- 2. the result of the ESP

#### Repo t: Results Slip

#### Cand date name and numbers:

#### Centre name and numbers:

Quali ication: T Level Technical Qualification in Building Services Engineering for Construction (Level 3) (603/6911/5)

#### Serie : Summer 2023 Date generated: 16 August 2023

Result Type Series Reference Title Mark UMS Grade/Status Sub-8710-U001 Core: Examinations 142 D component Core: Exam Paper 1 Exam 8710-031 40 Attempted 42 Exam 8710-032 Core: Exam Paper 2 Attempted 58 Sub-8710-033 Core: Employer-Set Project 40 E component Core 8710-30A-001 Core: Building Services Engineering for Construction 226 D component 8710-353 45 Occupational Electrotechnical Engineering Pass Specialism

#### Contribution from:

Sub- componen	Summer 2023	8710-U001	Core: Examinations		142	D	
Sub- componen	Autumn 2022	8710-033	Core: Employer-Set Project	58	84	В	

*T-LEVELS* 

# denotes where a grade is derived from an absent or disqualified result

This is not a formal qualification certificate or statement of achievement.

These grades have been a varded but are provisional until the deadline for post results services (including review of marking/moderation requests) has passed and any requests submitted have been processed. City & Guids reserves the gaft to amend the information given on the Results Slip.

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#### **Contribution From**

The best sub-component results being utilised are displayed in the 'Contribution from:' section

In this example, the student re-sat the Employer-Set Project in Summer 2023 (displayed in the top table), but it was their Autumn 2022 result which was better (higher UMS displayed in the bottom table) and hence contributing to the overall Core result.

**Note:** The contribution from section displays the highest UMS result not the latest result.

#### Series

This will display which series' subcomponent results are being used to determine the Core result. August

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## Access to scripts and marks

### Part of the Post-results Service





### Access to scripts and marks

Access to scripts is part of the post-results service.

A 'script' refers to the written work of a student which has resulted from an externally assessed component.

For T Levels, City & Guilds provides all copies of examination scripts, as part of the core assessment for each series.

### Download the full guidance on the T Level Post-results Service <u>here</u>.

	Paper Assessment Summary	City 🔆 Guilds
	Centre 999990 - Test Data 1935B34B22EC0E05EF39	
	Learner EPS8923 - TEST LEARNER D8FD5DFAFC	*
	Assessment 9910-031 - 220614-EN1 - Core: Exam Paper 1	
T Level Technical Qualifications	Learner Feedback Question Marks	iervices Engineering
	01,A 1/1 01,B 1/1	
Post-result Services	013 02,0 073 03,0 173	1205 222
Version 1.1, 2022	94_0 6/6	
	06_A 0/2	HR .
	01_B 2/2 07_0 0/5	
	08,0 1/3 09,0 1/5	All and declar man
No.	10_0 0/3 11_0 0/2	5. + 11 T
	ader in 12.0 4/4	Contract Advances
	16,0 0/6 15,0 0/5	And and well and
	98_0 0/2	2 there in a
	18.0 1/10	
	19,0 1/3 20,0 1/12	
and the second s	21_0 2/12 22_0 4/9	
	Total Marks 27 / 110	
	Please note, the results (merits, grades) on City & Guilts Waled Gender and Results Sig represent the published next. I different from the mark breakdown in this document. This could be for a small number of reasons including, for instance, th	

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### Access to scripts and marks

Access to Scripts is now available on <u>Walled Garden</u> via the Data Services tab

Login to Walled Garden and click on **Data Services**.

Select Learner Scripts in the sub-menu. The script search menu will display. Enter the search requirements in the mandatory fields for **Centre number** and **Assessment code**, then select the required **Series** or other search fields as required. Then click **Search**.

Centre number *	999990 Test Centre	•	Series	Summer 202	22	•
sessment code *	9910-031		Assessment Date	Day 🔻 M	onth 🔻	Year 💌
rolment number			Learner name			
Sales order						Search



### Access to scripts and marks

The students' scripts will display in the table.

You can download individual scripts or download multiple at the same time.

An individual script can be downloaded by clicking the download arrow button an ext to the student record.

Multiple scripts can be downloaded by selecting the tick box on each student record, or the select all tick box at the top of the table. Then click **Download Selected Scripts**.

Dependent on your web browser, you will be given the option to open or save each script to PDF.



Ce	ntre number *	999990 Test Ce	ntre	•		Series	Summer 20	)22		
Asses	ssment code *	9910-031				Assessment Date	Day 💌	Month	▼ Year	
Enrol	lment number					Learner name				
	Sales order								Sear	ch
rner							_			_
	Scripts						Do	wnload Sele	cted Script	ts
	Assessment	Assessment Title	Assessment Date	Window	Sales Order	Enrolment No	Dor Learner Name		Actions	
entre				Window Summer 2022	Sales Order	No	_	)		
entre 9990	Assessment		Date	Summer	Sales Order	No	Learner Name	er	Actions	
entre 199990 19990	Assessment 9910-031		Date 14/06/2022	Summer 2022 Summer	Sales Order	No	Learner Name	er er	Actions	



### **Appendix**





Building Service Engineering for Construction (Wave 2)	Code
Core Component	
Building Service Engineering for Construction	8710-30
Occupational Specialisms	
Electrical and Electronic Equipment Engineering	8710-32
Electrotechnical Engineering	8710-33
Gas Engineering	8710-34
Heating Engineering and Ventilation	8710-35
Plumbing and Heating Engineering	8710-36
Protection Systems Engineering	8710-37
Refrigeration Engineering and Air Con Engineering	8710-38

Onsite Construction (Wave 2)	Code
Core Component	
Onsite Construction	8711-30
Occupational Specialisms	
Bricklaying	8711-35
Carpentry and Joinery	8711-36
Painting and Decorating	8711-37
Plastering	8711-38



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Maintenance, Installation and Repair for Engineering and Manufacturing (Wave 3)	Code
Core Component	
Maintenance, Installation and Repair for Engineering and Manufacturing	8730-12
Occupational Specialisms	
Mechanical	8712-31
Mechatronic	8712-32
Electrical and Electronic	8712-33
Control and Instrumentation	8712-34
Light and Electric Vehicles	8712-35

Engineering, Manufacturing, Processing and Control (Wave 3)	Code
Core Component	
Engineering, Manufacturing, Processing and Control	8730-13
Occupational Specialisms	
Fitting and Assembly Technologies	8713-31
Machining and Toolmaking Technologies	8713-32
Composites Manufacturing Technologies	8713-33
Fabrication and Welding Technologies	8713-34



Design and Development for Engineering (Wave 3)	Code
Core Component	
Design and Development for Engineering	8730-14
Occupational Specialisms	
Mechanical Engineering	8714-31
Electrical and Electronic Engineering	8714-32
Control and Instrumentation Engineering	8714-33
Structural Engineering	8714-34

Management and Administration (Wave 3)	Code
Core Component	
Management and Administration	8715-30
Occupational Specialisms	
Business Improvement	8715-31
Team Leadership and Management	8715-32
Business Support	8715-33



Agriculture, Land Management and Production (Wave 4)	PoS
Core Component	
Agriculture, Land Management and Production: Crop, Woodland and Horticulture	8717-31
Agriculture, Land Management and Production: Land-based Engineering	8717-32
Agriculture, Land Management and Production: Livestock	8717-33
Agriculture, Land Management and Production: Floristry	8717-34
Occupational Specialisms	
Crop Production	8717-40
Floristry	8717-41
Land-based Engineering	8717-42
Livestock Production	8717-43
Ornamental and Environmental Horticulture and Landscaping	8717-44
Tree and Woodland Management and Maintenance (Arboriculture)	8717-45
Tree and Woodland Management and Maintenance (Forestry)	8717-46



Animal Care and Management (Wave 4)	PoS
Core Component	
Animal Care and Management: Animal Management	8717-35
Animal Care and Management: Animal Science	8717-36
Occupational Specialisms	
Animal Management and Behaviour	8717-47
Animal Management and Science	8717-48



### **Contact us**



customersupport@cityandguilds.com



#### Centre operations

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