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Certificate Request Form – Electrotechnical

Please supply certification for the Foundation and Advanced Modern Apprenticeship
FOR ENGLAND

Please enclose a cheque or purchase order payable to SummitSkills Ltd.

No certificate will be sent without a cheque or purchase order.

The cost of each certificate is £30, including P & P (and VAT where applicable). Certificates will be sent to the claiming organisation within 4 weeks of receipt of this form, together with an invoice.

Part I

*Please print clearly and use black ink to avoid any mistakes appearing on the certificate.
Information marked with an asterisk will appear on the certificate.*

Apprentice Name in Full*

Male

Female

NI Number

Date of Birth

Apprenticeship Framework Title

Framework Type

FMA (Foundation)

AMA (Advanced)

Apprenticeship Start Date

Framework Issue Number
(office use only)

Date of Apprenticeship Completion*

Delivered with: Employer*

Training Provider:

Name of LSC

Part 2 – Appendix I

Please complete the following, which details the evidence, which is required in support of the issue of a completion certificate (evidence must be attached to this application form in support of the issue of a completion certificate)

ELECTROTECHNICAL – MODERN APPRENTICESHIP

Registered 2000 onwards

NVQ Level 2

Q1052317 (pre03/03)

Evidence attached

or

Q100/2895/X (post 03/03)

Evidence attached

Key Skills:

Information Technology – Level 1

Evidence attached

Application of Number – Level 2

Evidence attached

Communication – Level 2

Evidence attached

Means of attainment for apprentices not undertaking a key skills qualification:

Prior to September 2001: GNVQ in IT, Communications & Application of Number awarded no more than five years before start of apprenticeship

or

Post September 2001: GCSE Grades A-C in Maths, English/Welsh and GCSE Grades A–G in ICT

OR: GNVQ in IT, Communications and Application of Number.

GCSEs and GNVQs must be awarded no more than five years before start of apprenticeship

Part 2 – Appendix 1a

ELECTRICAL AND ELECTRONIC SERVICING

Registered June 2005 onwards

NVQ Level 2 Apprenticeship

City & Guilds **100/4226/X**

Route 1: Consumer/Commercial Electronics

Evidence attached

Route 2: Domestic Appliance Servicing

Evidence attached

Route 3: Signal Reception

Evidence attached

or

EAL **100/4895/9**

Route 1: Consumer/Commercial Electronics

Evidence attached

Route 2: Domestic Appliance Servicing

Evidence attached

Route 3: Signal Reception

Evidence attached

Key Skills:

1. Information Technology – Level 1

Evidence attached

2. Application of Number – Level 2

Evidence attached

3. Communication – Level 2

Evidence attached

Technical Certificate Requirements – Level 2

For apprentices following the Consumer/Commercial Electronics pathway;

City & Guilds Level 2 Progression Award in Electrical

Electronics Servicing: Consumer/Commercial Electronics

Evidence attached

For apprentices following Domestic Appliance Servicing pathway;

City & Guilds Level 2 Progression Award in Electrical

Electronics Servicing; Domestic Electrical Appliances

Evidence attached

Employment Rights and Responsibilities

Evidence attached

Additional Employer Requirements; optional – not mandatory components for framework completion

Water Supply (Water Fittings) Regulations 1999 Certificate

Evidence attached

Building Regulations Part P Certificate CSCS Safety Card

Evidence attached

Part 2 – Appendix 2

ELECTROTECHNICAL – ADVANCED MODERN APPRENTICESHIP – MANDATORY OUTCOMES

ELECTRICAL INSTALLATION ENGINEERING FRAMEWORK – 1997 to February 1999

Pre Issue 1

| | |
|--------------------------------------|--|
| NVQ2 Q1016784 | Evidence attached <input type="checkbox"/> |
| NVQ3 Q1016785 | Evidence attached <input type="checkbox"/> |
| Achievement Measurement Test 2 (AM2) | Evidence attached <input type="checkbox"/> |

ELECTROTECHNICAL ENGINEERING FRAMEWORK – Feb 99 to June 99

Issue 1

| | |
|----------------------------------|--|
| NVQ3 Q1052155 | Evidence attached <input type="checkbox"/> |
| Key Skills: | |
| Information Technology – Level 1 | Evidence attached <input type="checkbox"/> |
| Application of Number – Level 2 | Evidence attached <input type="checkbox"/> |
| Communication – Level 2 | Evidence attached <input type="checkbox"/> |

ELECTROTECHNICAL ENGINEERING FRAMEWORK – July 99 to Dec 99

Issue 2

| | |
|----------------------------------|--|
| NVQ3 Q1052155 | Evidence attached <input type="checkbox"/> |
| AM2 | Evidence attached <input type="checkbox"/> |
| Key Skills: | |
| Information Technology – Level 1 | Evidence attached <input type="checkbox"/> |
| Application of Number – Level 2 | Evidence attached <input type="checkbox"/> |
| Communication – Level 2 | Evidence attached <input type="checkbox"/> |

ELECTROTECHNICAL ENGINEERING FRAMEWORK – Jan 00 to Sept 02

Issue 3

| | |
|----------------------------------|--|
| NVQ2 Q1052317 | Evidence attached <input type="checkbox"/> |
| NVQ3 Q1052155 | Evidence attached <input type="checkbox"/> |
| AM2 | Evidence attached <input type="checkbox"/> |
| Key Skills: | |
| Information Technology – Level 1 | Evidence attached <input type="checkbox"/> |
| Application of Number – Level 2 | Evidence attached <input type="checkbox"/> |
| Communication – Level 2 | Evidence attached <input type="checkbox"/> |

ELECTROTECHNICAL ENGINEERING FRAMEWORK – Sept 01 to Aug 02

Issue 3a

NVQ3 **Q1052155**

Evidence attached

AM2

Evidence attached

Key Skills:

Information Technology – Level 1

Evidence attached

Application of Number – Level 2

Evidence attached

Communication – Level 2

Evidence attached

ELECTROTECHNICAL ENGINEERING FRAMEWORK – 1st Sept 02 to 1st Sept 03

Issue 4

NVQ3 **Q1052155**

Evidence attached

AM2

Evidence attached

Key Skills:

Information Technology – Level 1

Evidence attached

Application of Number – Level 2

Evidence attached

Communication – Level 2

Evidence attached

Technical Certificate:

C & G 236 Part 1 and Part 2

Evidence attached

or

C & G 235

Evidence attached

ELECTROTECHNICAL ENGINEERING FRAMEWORK – 2nd Sept 03 to 31st July 04

Issue 5

NVQ3 Route **I00/2854/7**

Buildings & Structures

Evidence attached

Electrical Maintenance

Evidence attached

Installing Highway Electrical Systems

Evidence attached

Installing Instrumentation & Associated Equipment

Evidence attached

NVQ3 Route **I00/2853/5**

Electrotechnical Panel Building

Evidence attached

NVQ3 Route **I00/2852/3**

Electrical Machine Rewind & Repair

Evidence attached

AM2

Evidence attached

Key Skills:

Information Technology – Level 1

Evidence attached

Application of Number – Level 2

Evidence attached

Communication – Level 2

Evidence attached

Technical Certificate:

C & G 236 Part 1 and Part 2

Evidence attached

or

C & G 235

Evidence attached

ELECTROTECHNICAL ADVANCED APPRENTICESHIP – 1st Aug 04 to date Issue 1

| | | |
|------------------------------|---|--|
| NVQ3 Route 100/2854/7 | Buildings & Structures | Evidence attached <input type="checkbox"/> |
| | Electrical Maintenance | Evidence attached <input type="checkbox"/> |
| | Installing Highway Electrical Systems | Evidence attached <input type="checkbox"/> |
| | Installing Instrumentation & Associated Equipment | Evidence attached <input type="checkbox"/> |
| NVQ3 Route 100/2853/5 | *Electrotechnical Panel Building | Evidence attached <input type="checkbox"/> |
| NVQ3 Route 100/2852/3 | *Electrical Machine Rewind & Repair | Evidence attached <input type="checkbox"/> |
| EAL NVQ3 – 100/4720/7 | Electrotechnical Services Buildings & Structures | Evidence attached <input type="checkbox"/> |
| AM2 | | Evidence attached <input type="checkbox"/> |

Key Skills:

| | |
|---|--|
| Information Technology – Level 1 | Evidence attached <input type="checkbox"/> |
| Application of Number – Level 2 | Evidence attached <input type="checkbox"/> |
| Communication – Level 2 | Evidence attached <input type="checkbox"/> |
| *Practical Performance Assessment (PPA) | Evidence attached <input type="checkbox"/> |

Technical Certificate:

| | |
|---------------------------------|--|
| C&G 235 | Evidence attached <input type="checkbox"/> |
| or | |
| C&G 236 pt 1 & 2 | Evidence attached <input type="checkbox"/> |
| or | |
| C&G 2330 L2 & L3 | Evidence attached <input type="checkbox"/> |

ELECTRICAL AND ELECTRONIC SERVICING

Registered June 2005 onwards

NVQ Level 3 Advanced Apprenticeship

| | |
|--|--|
| 100/4227/1 City & Guilds in Consumer/Commercial Electronics | Evidence attached <input type="checkbox"/> |
| or | |
| 100/4896/0 EAL Level 3 in Consumer/Commercial Electronics | Evidence attached <input type="checkbox"/> |

Key Skills:

| | |
|-------------------------------------|--|
| 4. Information Technology – Level 2 | Evidence attached <input type="checkbox"/> |
| 5. Application of Number – Level 2 | Evidence attached <input type="checkbox"/> |
| 6. Communications – Level 2 | Evidence attached <input type="checkbox"/> |

Technical Certificate Requirements – Level 3

| | |
|---|--|
| City & Guilds Level 3 Progression Award in Electrical Electronics Servicing | Evidence attached <input type="checkbox"/> |
| Employment Rights and Responsibilities | Evidence attached <input type="checkbox"/> |

Additional Employer Requirements; optional- not mandatory components for framework completion

| | |
|--|--|
| Water Supply (Water Fittings) Regulations 1999 Certificate | Evidence attached <input type="checkbox"/> |
| Building Regulations Part P Certificate CSCS Safety Card | Evidence attached <input type="checkbox"/> |
| Unit 50 (Advanced Mathematics & Science) | |
| City & Guilds Level III 'Certificate in Engineering' | Evidence attached <input type="checkbox"/> |

Part 3

This section must be completed

A Provider Declaration

I certify that the apprentice has met all the requirements of the Mechanical Engineering Services – Electrotechnical Modern Apprenticeship framework.

Signed (Provider) _____

Name in capitals _____

Position _____

Organisation Name _____

Full Address _____

Telephone Number _____

For Office Use

Date Received _____ Date Despatched _____ Date Invoice Paid _____

Certificate No. Certificate ID No.

Verification Check YES NO

If Yes, mandatory outcomes confirmed? YES NO

If No, action taken: _____
