

End-point assessment booking lead times

Booking timelines per standard

V 2.1

Last modified 23-May-2025



Guide to end-point assessment (EPA) booking lead times

We are here to support you with your EPA event bookings. Across the many standards we work with you on, there are some variations in the booking lead times.

The purpose of this document:

This document aims to help clarify the minimum notice period in working days for making EPA bookings to support customers with planning assessments. **These minimum lead times include Gateway processing time and are subject to first-time Gateway approval.**

1) Healthcare & Child Care - Booking lead time from Gateway submission

Standard	Minimum notice period required for booking (working days)
9040-12 Adult Care Worker	7
9042-12 Lead Adult Care Worker	7
9061-12 Early Years Practitioner	15
9062-12 Early Years Educator	15
9752-12 Dental Nurse	15
9752-22 Dental Nurse	15
4238-12 Extended Diploma in Dental Nursing	15
4238-22 Dental Nurse	15
9047-12 Lead Practitioner in Adult Care (L4)	4 weeks
9046-12 Leader in Adult Care L5	4 weeks

2) Business & Customer Service - Booking lead time from Gateway submission

Standard	Minimum notice period required for booking (working days)
9794-12 Customer Service Practitioner	15
9473-22 Business Administrator	15
9494-12 Customer Service Specialist	10 weeks **
9717-12 Public Service Operation Delivery Officer	14 weeks **
9609-12 Business Analyst	10 weeks

3) Construction & BSE - Booking lead time from Gateway submission

Standard	Minimum notice period required for booking (working days)
9080-12 Painter and Decorator	15
9673-22 Property Maintenance Operative	15
9077-12 Bricklayer	15
9077-22 Bricklayer v2	15
9177-12 Craft Bricklayer	15
9078-22 Carpentry and Joinery V2	15
9078-31 Carpentry and Joinery V3	15

9079-22 Advanced Carpentry and Joinery V2	15
9079-31 Craft Carpentry and Joinery V3	15
9076-12 Groundworker	15
9189-24 Plumbing and Domestic Heating Technician - Environmental Technologies	15
9189-25 Plumbing and Domestic Heating Technician - Natural Gas	15
9189-26 Plumbing and Domestic Heating Technician - Solid Fuel	15
9189-27 Plumbing and Domestic Heating Technician – Oil	15
9086-11 / 9086-12 Plasterer	15
6090-50 Refrigeration Air Conditioning and Heat Pump Engineering Technician	15

4) Digital - Booking lead time from Gateway submission

Standard	Minimum notice period required for booking (working days)
9703-12 Digital Applications Technician	15
9703-13 Digital Service Technician	
9601-12 Network Engineer	15
9648-74 Digital Marketer	15
9790-71 / 9790-72 Unified Communications Technician	15

9665-12 Data Technician	4 weeks
9770-12 Data Analyst	4 weeks
9602-12 / 9602-13 / 9602-14 Information Communication Technician	7 weeks
9661-12 / 9661-13 / 9661-14 Cyber Security Technologist	9 weeks
9600-12 Software Developer	12 weeks
9610-12 Multi-channel Marketer	14 weeks
9704-12 Software Developer Technician	8 weeks

5) Engineering & Transport - Booking lead time from Gateway submission

Standard	Minimum notice period required for booking (working days)
9301-12 / 9301-13 Automotive Retail Motor Vehicle Service and Maintenance Technician (Light Vehicle)	15
9302-12 / 9302-13 Heavy Vehicle Service and Maintenance Technician	15
9304-12 Autocare Technician	15
9320-12 / 9320-13 Maintenance and Operations Engineering Technician	15
9273-12 Machining Technician	15
9335-22 Engineering Fitter	5 weeks **

9325-15 Engineering Operative Apprenticeship (Fabrication Engineering Operative)	15
9325-16 Engineering Operative Apprenticeship (Materials, Processing and Finishing Engineering Operative)	15
9325-12 Engineering Operative Apprenticeship (Maintenance Engineering Operative)	15
9325-14 Engineering Operative Apprenticeship (Electrical and Electronic Engineering Operative)	
9325-13 Engineering Operative Apprenticeship (Mechanical Manufacturing Engineering Operative)	15
9325-17 Engineering Operative (Technical Support Engineering Operative)	15
9345-12 Metal Fabricator	15
9321-12 Vehicle Damage Paint Technician	15
9322-12 Vehicle Damage Panel Technician	15
9323-12 Vehicle Damage Mechanical, Electrical and Trim Technician	15
Lean Manufacturing Operative	
9315-22 Production/Assembly	15
9315-23 Inspection / Quality Assurance	15
9315-24 Logistics / Material Handling	15
9315-25 Production Processing / Finishing	15
9074-12 Gas Engineering	15
9303-12 Rail Engineering Operative	15

6) Hair & Beauty - Booking lead time from Gateway submission

Standard	Minimum notice period required for booking (working days)
9129-12 Beauty Therapist	10
7002-52 – Hair Professional - Hairdressing L2	10
7002-53- Hair Professional - Barbering L2	10
9036-12 Hairdressing Professional	15
9037-12 Barbering Professional	15
9014-12 Advanced and Creative Hair Professional L3	15

7) Hospitality & Catering - Booking lead time from Gateway submission

Standard	Minimum notice period required for booking (working days)
9081-12/22 Commis Chef	15
9083 - 11 Hospitality Team Member (Food and Beverage Service)	15
9083-12 Hospitality Team Member Alcoholic Beverage Service	15
9083-14 Hospitality Team Member (Food Production)	15
9087-12 Production Chef	15
9085-12/22 Chef De Partie	15

8) Leadership & Management - Booking lead time from Gateway submission

Standard	Minimum notice period required for booking (working days)
9310-12 Chartered Manager Degree Apprenticeship	15
9311-12 Senior Leader Master's Degree Apprenticeship	15
9308-22 Team Leader / Supervisor	5 weeks*
9308-33 Team Leader / Supervisor	7 weeks*
9309-22 Operations/Departmental Manager V2	14 weeks **
9309-33 Operations/Departmental Manager	14 weeks **
9311-22 Senior Leader	14 weeks**

- *All bookings are still subject to IEPA availability and dependant on the upload of acceptable evidence
- ** Project Proposal Approval / Presentation Title Release required post Gateway approval
- For those standards that have a project/presentation element, the booking time will depend on the apprentice time required to complete that element
- Please note – booking dates are available across 12 months of the year