Kingston University London

Higher & Degree Apprenticeship External Examiner's Annual Report

Name: XXX

Date: XXX

Year: 20XX/XX

Section A

**A1**

All apprentices were treated equitably and in line with the University’s regulations.

Is this statement correct? If no, please provide more details.

Yes No

Comments

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**A2**

The apprenticeship programme(s) prepares learners appropriately for the end point assessment *(integrated and non-integrated apprenticeships).*

Is this statement correct? If no, please provide more details.

Yes No

Comments

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Section B

**B1**

*(New externals only)*

Was an adequate briefing about the University’s external examiner system provided by the University?

Yes  No N/A

Comments

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**B2**

Were you able to access the necessary information and resources to carry out your role?

Yes No

Comments

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**B3**

Does the University’s Apprenticeship Monitoring Committee effectively monitor student apprentice workplace progression and entry to and from gateways to end point assessments?

Yes No

Comments

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**B4**

Does the quality of support provided by employers enable learners to successfully complete the apprenticeship programme(s)?

Yes No

Comments

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**B5**

Are Knowledge, Skills and Behaviours (KSBs) appropriately embedded within the apprenticeship programme(s) to prepare learners for the workplace?

Yes No

Comments

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**B6**

Are tripartite forms being completed to the required standard to demonstrate learner progress on the apprenticeship programme(s)?

Yes No

Comments

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Section C

**C1**

Any other comments that you wish to make e.g. recommendations or areas of good practice.

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