End Point Assessment Plan for

Architect Apprenticeship (Level 7)

June, 2018
Adjustment November, 2023

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1.Overview

This document sets out the requirements for the End-Point Assessment (EPA) for the Architect Apprenticeship Standard. It will be of interest to apprentices, employers and Higher Education Provider (HEPs).

Architects are trained and registered professionals, who plan, design and review the construction of buildings for a client. They use their skills and knowledge to offer creative problem solving and strategic advice related to various types of building, arts and construction projects. This includes developing building designs taking into account a range of complex issues such as structural integrity, the character and location of a site, methods of construction, value for money, design quality, impact on the environment, as well as legal responsibilities. Architects work responsibly to deliver the interests of their clients and core requirements of cost, time and quality.

Architects work on projects of varying scale and type across the construction industry, including but not limited to the design of commercial, residential, community, education and infrastructure buildings and structures. Architects work on the design of new buildings; however their work may also involve redesigning existing buildings.

They work closely with and often lead a design team or teams assembled to design and or deliver the project. Design teams vary depending on the scale and type of the building. They also work closely with other design related and construction related professionals.

This is an integrated apprenticeship, which incorporates on-programme academic and workplace learning and assessment with an EPA to test the knowledge, skills and behaviours (KSB) as detailed in the Architect Apprenticeship Standard. The HEP will be responsible for the on-programme and EPA requirements. The on-programme training will typically take four years to complete (totaling 48 months), with the EPA typically being undertaken in 6 months following a confirmation that the employer believes that the apprentice is ready to go through the gateway to undertake the EPA. Performance in the EPA will provide **30** credits. Apprentices cannot successfully complete their Part 3 qualification, and therefore the apprenticeship, without passing the EPA. Performance in the EPA will determine the apprenticeship grade of pass, merit or fail.

A degree-apprenticeship must be delivered by a Higher Education Provider (HEP) that is on the apprenticeship providers and assessment register (APAR). The selected HEP must be the training provider and the EPAO. The apprentice's employer must select a HEP from this register.The EPA must be completed over a maximum period of six months.

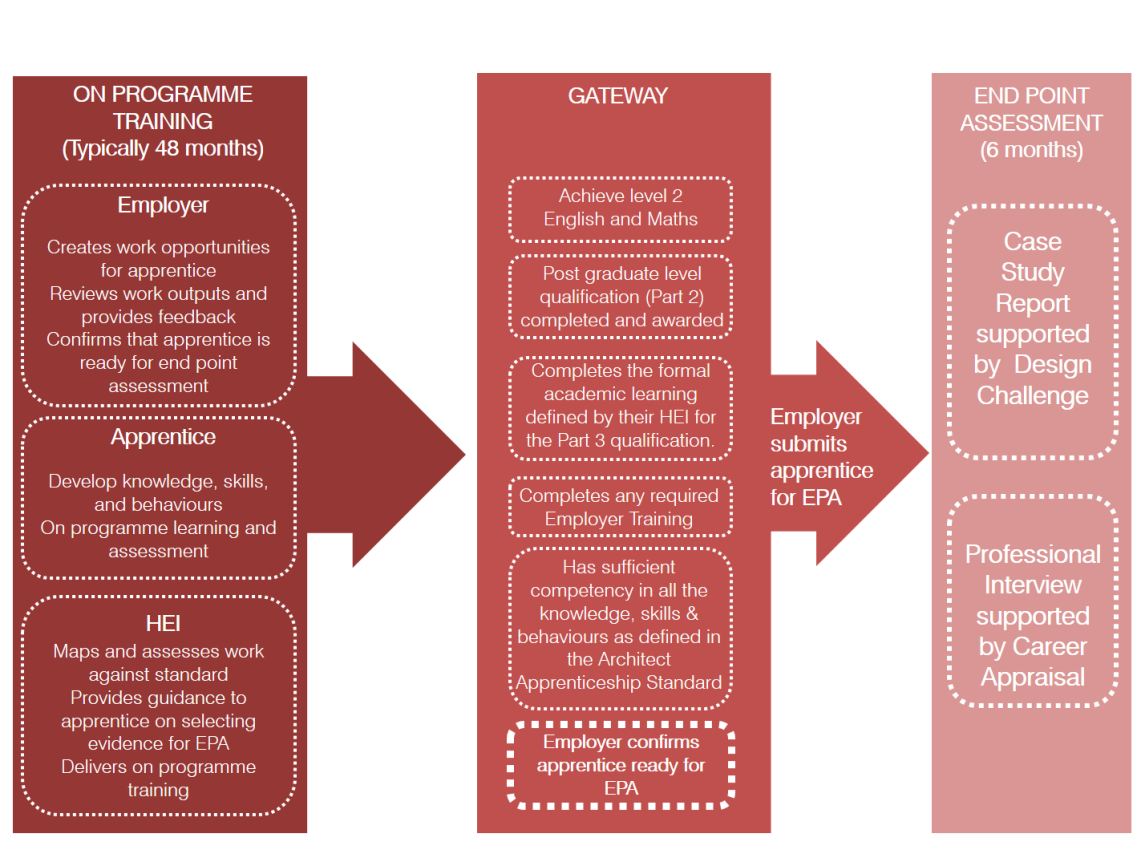
The Architect Apprenticeship Standard is mapped against the current ARB and RIBA Part 2 and Part 3 criteria. This apprenticeship enables apprentices to apply to become a Registered and Chartered Architect upon successful completion if they so wish- note that individuals need to hold ARB-prescribed awards at Part 1, Part 2 and Part 3 levels before they are eligible for registration. The Architect Apprenticeship Standard is designed to align with the latter two awards.

2. Apprenticeship Structure

2.1 Summary of Assessment

The apprentice must successfully pass the on-programme credits for the Part 3 qualification prior to taking the EPA, with the EPA providing 30 credits. The apprentices' HEP and employer, working in partnership, will support the ongoing development of the apprentice to ensure that they meet the standards set out by the HEP and the employer's company policies and procedure.

The following diagram illustrates the process that the apprentice will undertake through the gateway and EPA.



2.2 EPA Overview

Assessment Method	Area Assessed	Grading
Professional Interview supported by Career Appraisal	Components of knowledge, skill and behaviours from across the standard (refer to Appendix A)	Fail, Pass, Merit
Case Study Report supported by Design Challenge	Components of knowledge, skill and behaviours from across the standard (refer to Appendix A)	Fail, Pass, Merit

A summary of the EPA timeline is as follows:

- The Apprentice, Employer, and EPAO will need to agree the '**Design Challenge**' within 4 weeks of the EPA start date. The '**Design Challenge**' must be work undertaken after the EPA start date.
- The **Case Study Report** must be submitted within 22 weeks of the EPA start date
- The **Career Appraisal** must be submitted to the EPAO within 22 weeks of the EPA start date.
- The **Professional Interview** takes place within the final 2 weeks of the EPA
- Apprentices will complete the EPA within 6 months of going through the gateway to the EPA

3.On-programme Assessment

Each employer will be required to develop its own training plan in collaboration with a training provider mapped to the knowledge, skills and behaviours (KSB) as set out in the Architect Apprenticeship Standard.

The *Employer Occupational Brief* recommends how the employer could ensure that the apprentice is gaining appropriate on-the-job training to enable the apprentice to develop the relevant KSB throughout the apprenticeship programme and prior to undertaking the end point assessment (EPA).

It is estimated that the total length of the Part 2 and Part 3 qualifications will be typically **48** months with the EPA typically taking place in the **6** months after the gateway.

The *Employer Occupational Brief* is included in the *Architecture Apprenticeships Guide*. Please click here for a link to the Architecture Apprenticeships Guide.

Apprentices must complete training towards English and mathematics qualifications in line with the apprenticeship funding rules HEP.

4.End Point Assessment Gateway

The employer will take the final decision on whether the apprentice is ready to take the EPA and may take advice from the HEP.
Prior to taking the EPA, the apprentice must meet the following:

- achieved English and mathematics qualifications in line with the apprenticeship funding rules
- completed and awarded a post graduate level qualification (Part 2)
- completes the formal academic learning defined by their HEP for the Part 3 qualification, including any Part 3 examination which is not integrated with the EPA
- completed any formal training plan agreed with their employer
- has sufficient competency in all the knowledge, skills & behaviours as defined in the Architecture Apprenticeship Standard

The decision should be recorded in writing.

Apprentices will complete the EPA within 6 months of going through the gateway to the EPA.

5. End Point Assessment

End point assessment activities will be completed over a maximum 6 month period to accommodate work scheduling and cost-effective planning of resources.

The KSBs as set out in Appendix A are consistent with the ARB/RIBA criteria for the Part 2 and Part 3 qualifications. The apprentice must demonstrate the KSBs to successfully complete the apprenticeship.

The EPA will deliver **30** credits from the overall Part 3 credit allocation. The Part 3 award process can only be concluded after the EPA is satisfactorily completed.

The EPA will comprise of two assessment methods as follows:-

5.1 Professional Interview supported by Career Appraisal

Apprentices will be required to prepare a Career Appraisal based on their academic and practical experience undertaken prior to the gateway. This will record how their experience demonstrates that each of the relevant, knowledge, skills and behaviours (KSB) being assessed by this method have been achieved. Following completion and submission of the Career Appraisal, the apprentice will be required to attend a Professional interview with two independent assessors. The Interview will test the apprentice's ability to evaluate, communicate and reflect on how the KSB have been met and applied through their experience, and their ability to learn from their experience. The KSB attributed to this method are set out in Appendix A. The purpose of the interview is so that the Assessors can assure themselves that the apprentice has the competence to work as an Architect. The number of independent assessors (two) is common practice.

The **Career Appraisal** should refer to the candidate's academic and practical experience to demonstrate how each of the KSB allocated to this assessment method have been met and applied. The document should include sections on:

- Candidate's introduction to the profession
- Academic experience- Part 1, Part 2 and Part 3
- Practice Experience
- Current role and project work
- Self-evaluation analysis
- Career strengths & weaknesses
- Any specialist career interest
- Career professional development strategy including future professional development goals

The document should be provided as narrative text, illustrated with drawings, photographs, graphics and visuals, along with descriptive annotations as required. All sections must include at least one illustration e.g. drawings, visuals etc. The KSB should be covered in the section(s) that illustrate how they have been met and applied.

The **Career Appraisal** must:-

- Be submitted to their EPAO within 22 weeks of the EPA commencement.
- Be accompanied by confirmation from the Employer that the evidence submitted is the apprentice's own work
- Be a maximum of 4000 words (+/-10%). The word limit excludes any illustrations or attachments.
- Be submitted in digital format (pdf) in advance of the interview.

As the experience included within the Career Appraisal is completed prior to the Gateway, only the Professional Interview will be marked for the End-Point Assessment.

The **Professional Interview** requirements are outlined as follows:-

- Is based on the Career Appraisal and should demonstrate clearly how the apprentice has met the required KSB attributed to this assessment method in Appendix A.
- Takes place within the final 2 weeks of the EPA and will take 1 hour (+ or -10%)
- The questions posed by the panel will be based on the Career Appraisal, which will have been reviewed in advance by the Independent Assessor and Industry Expert, and will offer an opportunity for the panel to clarify any points not made clear in the Career Appraisal on how the apprentice has met the KSB attributed to this assessment method. The panel will also need to explore the level of the apprentice's occupational competence as the appraisal itself is not graded.
- The apprentice is required to bring two hard copies of the Career Appraisal and make them available at the start of the Interview.
- The panel will comprise of two people including an Independent Assessor and an Industry Expert, who have no previous experience of the apprentice, and will be appointed by the End Point Assessment Organisation
- Is held at the HEP in a designated space, in a quiet room free from distractions and influence
- There is no requirement for the Professional Interview to be recorded
- The findings of the Professional Interview will be recorded by the assessors in a report which includes a matrix and comments against each knowledge, skills and behaviour. This will confirm if and how the apprentice has demonstrated that they have met the required KSB that are being assessed by this method (see Appendix A).
- The Professional Interview may be undertaken remotely to ensure affordability and feasibility of the EPA. If undertaken remotely using electronic conferencing facilities (for example Skype), the Apprentice must submit the two hard copies in advance of the Interview to be received by the EPAO at least 24 hours prior to the presentation. The Apprentice must have available either a laptop, computer or conference call facility suitable for electronic conferencing (including a webcam) which is hard wired to the internet (not WIFI). The conference call should be undertaken in a quiet room free from noise, distraction and external influence. The EPAO will set up the conference call and forward log-in details in advance of the presentation to both the apprentice and the assessors at least 24 hours before the call.
- The apprentice's identity must be verified

The questions asked by the panel in the Professional interview will vary depending on the review of the previously submitted Career Appraisal but the following outline is provided as guidance :-

- Clarify the evidence in the Career Appraisal and verify that the apprentice was the author of the Career Appraisal submitted
- Confirm and validate understanding of the behaviours
- Explore the practical application of knowledge, skills and behaviours including the use of software, etc

The Professional Interview will be marked according to the grading standards set out in Appendix B of this Assessment Plan and awarded a mark of Merit, Pass or Fail.

5.2 Case Study Report supported by Design Challenge

Apprentices will be required to undertake a 'Design Challenge' in their workplace after the EPA Gateway. The completion of this work will involve the practical application of creative problem solving and professional management through a Design Challenge to demonstrate each of the relevant knowledge, skills and behaviours (KSBs) being assessed by this method. The Case Study Report will test the apprentice's ability to explain how the KSBs have been met through the Design Challenge.

The **Design Challenge** must be undertaken after the EPA start date.

The subject of the Design Challenge must be agreed within 4 weeks of the EPA start date by the Apprentice, Employer, and EPAO.

The overall requirements for the '**Design Challenge**' are that it should:-

- Be of a scale and complexity that will enable the practical application of the KSBs attributed to be demonstrated.
- Be achievable within the limited timescale of the EPA, whilst not able to be completed significantly under time.
- Enable the use of a variety of techniques- for example- hand-drawn sketches, CAD, BIM, 3D physical models
- Allow the apprentice to demonstrate integration of the various disciplines that are incorporated within a building design (such as structural coordination or accessibility)
- Allow the apprentice to demonstrate management of national and or local planning processes and assessment of the impact of development on the local context and environment
- Enable the apprentice to analyse, prioritise, and respond to a brief and other client requirements
- Allow the apprentice to demonstrate competence in the evaluation, selection and integration of suitable materials and technologies
- Allow for the demonstration of the application of legal, contractual, and regulatory compliance and financial control.
- Allow the apprentice to demonstrate application of creative problem solving and professional management in practice
- Enable the apprentice to analyse and respond to a project management and contract scenario
- Allow the apprentice to demonstrate competence in dealing professionally with project challenges and complexities

The **Case Study Report** should include the following:-

1. Introduction – outline details of the practice the apprentice works in and their role
2. Definition of the task - outline the 'Design Challenge' and its physical and contractual context and constraints
3. Description of the process or processes utilised to manage and deliver the 'Design Challenge' such as design options explored or design workshops held. Identify which colleagues or specialist consultants contributed to the design development and what their role was
4. Describe how all of the relevant KSBs attributed to this method are met and demonstrated
5. Examples of work undertaken during the 'Design Challenge' including text, annotated sketches, diagrams, drawings or digital models, notes, specifications, schedules, visualisations, photographs, physical models. All sections must include at least one illustration
6. Conclusion - reflective appraisal of process and result explaining how the output met the 'Design Challenge' brief

The **Case Study Report** must

- be a maximum of 10,000 words + or -10% tolerance – excluding any of the attached examples of work
- be submitted in electronic format (PDF) to the EPAO within 22 weeks of the EPA start date
- be accompanied by confirmation from the Employer that the report submitted is the apprentice's own work

The assessment and marking of the Case Study Report must be carried out by two people, an Independent Assessor and an Industry Expert, appointed by the End-point assessment organisation, who have no previous experience of the apprentice

6.End point- Final Decision

The assessment organisation, which must be registered on the APAR, will make the final decision on whether an apprentice is considered a pass, merit or fail.

7. Independence

The Independent Assessors and Industry Experts will have no previous relationship to the apprentice and will make a holistic judgement of each apprentice as an apprentice on the basis of the evidence demonstrated by the Assessment Methods set out above.

The EPA will be assessed and verified independently of the employer by the HEP.

The End Point Assessment Organisation (in this context this is the HEP) must implement a Conflict of Interest policy which ensures that any assessor declares a known conflict of interest with an employer or apprentice. A conflict of interest can be defined as a person who is connected to the development and or delivery of the assessments or has interests in any other activity which has the potential to lead that person to act contrary to his or her involvement in the development and or delivery of the EPA.

8. End point – Grading

Performance in the EPA will determine the apprenticeship grade of fail, pass or merit.

Each assessment method will be graded pass, merit, or fail. In order to gain an apprenticeship pass or higher grade, the apprentice must achieve a minimum of a pass in each method.

An apprenticeship pass represents full competence against the standard. A grade of merit means an apprentice is demonstrating competence above the standard. The following table shows the assessment grades to determine the overall grade.

Professional Interview supported by Career Appraisal	Case Study Report supported by Design Challenge	Overall Award
Merit	Merit	**Merit**
Merit	Pass	**Pass**
Pass	Merit	**Pass**
Pass	Pass	**Pass**
Fail	Pass	**Fail**
Pass	Fail	**Fail**
Fail	Fail	**Fail**

Detailed guidance will be developed by EPAO and will be based on the following principles:

- all pass requirements need to be achieved to demonstrate all knowledge, skills and behaviours for occupational competence in the standard have been met and applied
- merit builds on the demonstration of pass requirements

Appendix B outlines how the levels of merit, pass and fail will be established and measured.

9. Statutory and Professional Body Recognition

The knowledge, skills and behaviours of the Architect Apprenticeship are designed to align with the Architects Registration Board (ARB) and Royal Institute of British Architects (RIBA)'s criteria for the Prescription of Qualifications at Part 2 and Part 3. Successful completion of the Architect Apprenticeship EPA will enable an ARB prescribed Part 3 qualification to be awarded.

Apprentices holding ARB-prescribed qualifications at Part 1, Part 2 and Part 3 levels will be eligible to apply to become:

- a Registered Architect with Architects Registration Board and use the initials ARB after their name; and
- a Chartered Architect with the Royal Institute of British Architects which would allow them to use the initials RIBA after their name.

The use of the title "Architect" is regulated by the Architects Registration Board.
Registration is a pre-requisite of use of the professional title "Architect".

10. End point- Summary of Roles and Responsibilities

As this is an integrated apprenticeship, the EPA will be delivered by the HEP that is awarding the Part 3 Qualification. The HEP must develop and deliver the EPA as defined in this plan, ensuring independence as described. The HEP must be approved to deliver the EPA for this standard and be on the apprenticeship providers and assessment register (APAR). In this context, the HEP are termed the End Point Assessment Organisation. The HEP is responsible for convening the Professional Interview and Case Study assessment panels as required.

EPAO must appoint appropriately qualified and experienced staff or external assessors to conduct the EPA as detailed below.

Title	Requirements	Role
Employer		Decides when the apprentice is ready to take the End Point Assessment Facilitates Design Challenge to be carried out in the workplace
HEP		Supports the employer on deciding if the apprentice is ready for the EPA gateway
Independent Assessor	An ARB registered architect working within a HEP OR A qualified overseas architect registered with ARB in the UK and working within a HEP AND Will be sourced from an equivalent department within a different HEP than that to which the apprentice has been studying. If this is not possible, then they may be sourced from a different department from within the apprentice's own HEP. AND Must not have previous experience of the apprentice	Review Career Appraisal and assess the Professional Interview. Grade Case Study Report submission
Industry	An ARB registered architect working within an	Review Career Appraisal and assess the

Expert	architectural practice OR A qualified overseas architect registered with ARB in the UK working within an architectural practice AND Will be sourced from a different architectural practice than that to which the apprentice has been employed. AND Must not have previous experience in relation to the training or appraisal of the apprentice	Professional Interview. Grade Case Study Report submission
EPAO N.B. in this context this is the HEP		Delivers and assesses the EPA Conducts internal quality assurance Develops assessment processes and specifications based on the standard Develops assessment tools, materials and resources Registers apprentices for the EPA Agrees the Design Challenge with the employer and apprentice Manages assessment arrangements to enable apprentices to submit assessment documents Arranges retakes/resits of assessments for apprentices who fail the EPA and provides feedback to the employer Develops and implements a moderation and appeals process Will make the final judgement on whether an apprentice is considered a pass, fail, or merit

It is recommended the approved EPAO undertake work, in consultation with employers, to develop the EPA tools and processes.

11. Resit/ Retake

A **Retake** involves a need for further learning before an assessment is taken. A **Resit** does not.

Apprentices will be offered the opportunity to take a resit or retake. The maximum grade awarded to a re-sit or re-take for an individual assessment method will be pass, unless the EPAO identifies exceptional extenuating circumstances accounting for the original fail. Resits or retakes are not offered to apprentices wishing to move from pass to merit. Apprentices should have a supportive action plan from the HEP and employer to prepare for the resit or retake.

If the apprentice does not pass the Case Study Report, subject to the feedback, they may have to undertake further work on the submission and may resubmit the same piece of work with changes. The feedback can advise an apprentice on the area(s) failed in the EPA, but not advise what they need to do to overcome it in a resit or retake

If the apprentice does not pass the Professional Interview, subject to the feedback, they may have to undertake further work on the Career Appraisal and may resubmit the same piece of work with changes and re-take the Professional Interview.

The retake/resit will take place within a 6 month period. The apprentice will be informed by the EPAO within 2 weeks of the EPA as to whether they have failed any of the assessment methods, any feedback and the course of action that they need to undertake to resit/retake the EPA.

12. Internal Quality Assurance

The End Point Assessment Organisation will ensure the consistency and validity of their assessment decisions in accordance with QAA requirements and are responsible for assuring the quality of assessment using a range of internal quality assurance processes i.e. standardization, cross-moderation, independent re-assessment and comparisons of assessor decisions.

End Point Assessment Organisations will run a standardization meeting for all assessors both initially and then at 6 monthly intervals. The standardisation meeting exercises will involve all the assessors marking the same assessment evidence e.g. written submissions and discussions and standardising their assessment decisions. Internal quality assurance will be achieved by the End-point assessment organisations internal quality assurer (IQA) sampling each Independent Assessor's allocation. This assessment sampling will be risk-based and will cover all candidate cohorts, assessment locations and assessors for a minimum of 10% and up to 100% of assessments. The IQA will investigate any assessment anomalies and risks and report these to the end-point assessment organisation. End-point assessment organisations will need to demonstrate their capability to deliver internal quality assurance. This includes, but is not limited to:

- managing the performance, training and professional development of assessors and IQAs including:
    - the EPA
    - the apprenticeship standard
    - grading standards and marking schemes
    - examples of relevant evidence
- putting in place a performance management process for assessors who do not meet the required standards
- monitoring assessor practice and decisions
- managing standardization and internal quality assurance activities and decisions
- having in place a complaints and appeals procedure that is compliant with QAA's requirements
- providing comparability and consistency of assessment decisions
- managing the improvement of quality of assessment practice
- managing and assuring the quality of any assessment delivered by sub-contractors

- providing regular risk-based reports of the internal quality assurance of assessment

End Point Assessment Organisations are responsible for the delivery of the assessments around the country. To ensure the consistency of the assessment process, End-point assessment organisations will ensure that:

- all apprentices undertake an assessment that has been developed and verified as valid
- they have a reasonable adjustments policy. This will allow adjustments to be made to assessments or assessment arrangements. This will enable apprentices, irrespective of any permanent or temporary disability, to gain access to the assessment without undermining its consistency
- they will publish assessment arrangements and supporting guidance. The guidance will include the minimum standards for :
    - facilities for the delivery of assessments;
    - the security of assessment materials;
- end-point assessment organisations must have policies to gather feedback from apprentices to inform reviews of assessment arrangements
- they will undertake internal quality assurance activity to monitor the delivery of the assessments. This will ensure that apprentices have a consistent experience undertaking the assessment across the country. Any appeals in relation to the outcome of EPAs will be managed by the End-point assessment organisation. Please refer to the "roles and responsibilities" section for details on assessor requirements

13. External Quality Assurance

Because this is an integrated apprenticeship OfS will provide external quality assurance.

14. Implementation

14.1 Affordability

The EPA costs are expected to be in the region of no more than 20% of the apprenticeship funding band. Remote interviews may be utilized in order to reduce the cost and feasibility of the EPA.

The costs of this apprenticeship have taken into account the range and diversity of employers within the sector and the number of smaller businesses who are likely to employ apprentices.

The direct costs of end point assessment will include the cost of the Independent Assessor and Industry Expert (including venue costs) for 1 day to review Career Appraisal, undertake the Professional Interview, mark the Case Study Report submission, and agree the final grade.

14.2 Consistency:

Due to the nature of the EPA, this will be deliverable across England and will be applicable to all employers regardless of their size. There are opportunities for assessment to be undertaken by submission through an on-line portal which will ensure that the apprenticeship can be delivered across the different regions of England.

Research has indicated sufficient numbers of assessors to assess the anticipated volume of apprentices. Management and feasibility was key to the development of this EPA Plan and the Plan presented offers the most viable and flexible solution whilst ensuring statutory and professional body recognition.

14.3 Volumes:

It is anticipated there will be 75 starts in the first year and 200 starts per year thereafter on this apprenticeship.

Appendices

Appendix A: Mapping of Assessment Methods

The table below maps the assessment methods against the knowledge, skills and behaviours required to meet the Architect Apprenticeship Standard.

	Knowledge	Skills	Professional Interview supported by Career Appraisal	Case Study Report supported by Design Challenge
	An Architect has an understanding of…	**An Architect is able to…**		
1.Design	**K1**	**S1**	**X**	**X**
	- A range of advanced processes and techniques (e.g. digital fabrication) to generate, review and speculate on design proposals with multiple constraints, showing evidence of original thinking	- Generate architectural design proposals - Evaluate and apply a comprehensive range of visual, oral and written media to test, analyse, critique and explain design proposals - Produce drawings and 3D models using relevant software including Computer-Aided Design (CAD)		
2.History and Theory	**K2**	**S2**		**X**
	- History of architecture and its impact on architectural practice - The cultural, social and intellectual histories, theories and technologies that influence the design of buildings	- Apply understanding of current architectural debate to produce innovative solutions - Produce clear, logically argued and original written work relating to architectural culture, theory and design		
3.Fine Arts	**K3**	**S3**		**X**
	- How the theories, practices and technologies of the arts influence architectural design and their creative application in design projects	- Apply fine art theories in a creative way that acknowledges their conceptualisation and representation		
4.Urban Design and Planning	**K4**	**S4**	**X**	**X**
	- Urban design and town planning strategies and regulations - Process of obtaining planning permission (for example drawings, reports, application)	- Comply with relevant town planning policy throughout design and construction phases to obtain planning permission (for example submitting planning application)		
5.People	**K5**	**S5**		**X**

and Environment	- The in-depth relationships between users and buildings, between buildings and their environment, and the need to relate buildings and the spaces between them to diverse user needs and scale	- Identify end user needs, local and the social context in which the project is developed - Lead design development in respect of environmental context and sustainability		
6.Role of Architect	**K6**	**S6**	**X**	
	- The range of services offered by Architects - The potential impact of building projects on existing and proposed communities and the related planning legislation - The context of the Architect and the construction industry, including the Architect's role in the processes of procurement and building production -The role of the Architect within the design team and construction industry	- Lead projects or parts of projects, taking into consideration business priorities and practice management - Deliver services in a responsible manner, prioritising the interests of the client and other stakeholders - Problem-solve and use professional judgment to take initiative and make appropriate decisions in situations with multiple constraints		
7.Brief analysis	**K7**	**S7**		**X**
	- The client and design team briefing process, forms and terms of appointment - Methods of investigation and preparation of briefs for the design projects (for example review of relevant precedent)	- Critically review precedents relevant to the function, organisation and technological strategy of a design proposals - Prepare and develop a project brief (for example by referring to RIBA Plan of Work)		
8.Structure, construction and engineering	**K8**	**S8**		**X**
	- Structural, constructional and engineering considerations within building design, such as physical properties and characteristics of building materials, components and systems	- Integrate knowledge of structural principles and construction techniques with building design		

9.Technologies	**K9**	**S9**		
	- Principles, systems and strategies for environmental comfort and building services including sustainability principles - Alternative construction materials, processes and techniques that apply to design and construction, including the impact of materials on the environment - The role of Building Information Modelling (BIM), computational design and other relevant technologies used in the design process	- Evaluate materials, processes and techniques that apply to architectural designs with multiple constraints and building construction, and how to integrate these into practicable design proposals - Apply various technological methods to building design to provide conditions of comfort and protection against the environment		**X**
10.Finance and Regulations	**K10**	**S10**		
	- Process of controlling building cost - Approved Documents for building regulations	- Meet client's brief within the constraints of the imposed budget limitations and building regulations	**X**	
11.Industry Context and Project Delivery	**K11**	**S11**		
	- Industries, organisations, regulations and procedures involved in translating design concepts into buildings and integrating plans into overall planning	- Interact with statutory authorities (for example planning or building control), private bodies (for example developers) or individuals to competently deliver projects in a wide variety of sectors and within diverse legislative frameworks	**X**	
12.Professionalism	**K12**	**S12**		
	- The nature of professionalism and the responsibilities of Architects to clients, building users, constructors, professionals and the wider society	- Act professionally when working independently and as part of a team, including communicating clearly with all stakeholders	**X**	
13.Clients, users and delivery of services	**K13**	**S13**		
	- The obligations of Architects to clients, stakeholders, warranties and third-parties - Client needs, appropriate communication methods, programming, coordination and competent delivery	- Offer impartial advice on construction related issues, relevant legislation and risks - Identify and describe client and end user requirements, priorities and objectives	**X**	**X**

14.Legal framework and processes	**K14** - The statutory legal context within which an Architect must operate and what is required to ensure compliance with legal requirements or standards	**S14** - Work with an understanding of the relevant statutory and legal requirements during project development so that the risk of harm to those who build, use and maintain buildings is reduced	**X**	
15.Practice and management	**K15** - Business priorities, required management processes and risks of running an architecture practice	**S15** - Engage in business development and administration including contributing to business strategy development, evaluating resources, planning, implementing and recording projects tasks - Supervise the work of junior staff including Architectural Assistants	**X**	
16.Building procurement	**K16** - UK construction and contract law, and construction procurement processes - The relationship between Architects and other built environment professionals - Contractual relationships and the obligations of an Architect acting as a contract administrator	**S16** - Coordinate and engage in design team interaction - Resolve construction related challenges and disputes, where appropriate - Undertake construction inspection responsibilities, including completing site visits and commenting on contractors and sub-contractors work in relation to architectural drawings	**X**	**X**

Behaviours:	An architect will exhibit the following behaviours:	**Interview supported by Career Appraisal**	**Case Study Report supported by Design Project/ Challenge**
B1	Comply with the relevant professional codes of conduct (for example ARB and RIBA)	**X**	
B2	Be honest and act with integrity, ethics and in a professional manner	**X**	
B3	Work singly, as part of a team or lead teams to provide a competent service		**X**
B4	Be organised and practice self-management when working independently		**X**
B5	Be conscious of the Architect's obligation to their client, society and the profession	**X**	
B6	Be aware of individual level of competency and professional experience to ensure they are unlikely to bring profession into disrepute		**X**

B7	Commit to identifying their own individual development needs and the obligation for Continued Professional Development (CPD)	**X**	

Appendix B: Grading Standards
Professional Interview supported by Career Appraisal

Refer to Appendix A for Knowledge, Skills and Behaviour (KSB) standard number

Fail	Pass	Merit
HAS NOT MET THE PASS CRITERIA	Is able to demonstrate a knowledge of advanced processes and techniques to develop design proposals in accordance with K1 Is able to demonstrate capability to apply design skills in accordance with S1 Utilises references and demonstrates an understanding of historic, theoretical, artistic, architectural, technological or human science context in accordance with K2, K3, S2, S3, B5 Provides evidence and is able to demonstrate understanding of the range of services and role of the architect in the processes of procurement and building production, including making appropriate decisions in complex circumstances, and good communication in accordance with K6 , S6 , K12, S12, K16, S16, B2, B5 Provides evidence and understanding of construction phase responsibilities in accordance with K8, S8 Can clearly explain principles, systems and strategies for providing conditions of comfort and protection against the environment, evaluating and integrating solutions and considering lifecycle impacts using appropriate professional and	Meets the pass requirements and also Is able to demonstrate a knowledge of varied drawing, design techniques and process in accordance with K1 Is able to communicate an ability to prepare complex, detailed and coordinated design proposal in accordance with S1 Is able to present design solutions with original and insightful reference to history, theory and practice in accordance with K2, K3, S2, S3, B5 Is able to demonstrate insightful understanding of the role of the architect in procurement, decision making and communication in accordance with K6 , S6 , K12, S12, K16, S16, B2, B5 Is able to clearly demonstrate a critical awareness and demonstrate how their architectural designs have responded to the technical and construction challenges in accordance with, K8 ,K9,S8, S9 Is able to clearly demonstrate critical awareness of the legal and professional context within which an architect must operate in accordance with K11, K12, K14 , K16, S11, S12, S14, S16, B1

	technical language in accordance with K9, S9 Provides evidence of understanding the legal and professional context within which an architect must operate, and what is required to ensure compliance with legal requirements or standards including examples of interaction with statutory bodies in accordance with K11, K12, K14 , K16, S11, S12, S14, S16, B1 Demonstrates behaviour in accordance with B2, B5, B7	

Case Study Report supported by Design Challenge

Refer to Appendix A for Knowledge, Skills and Behaviour (KSB) standard number

Fail	Pass	Merit
HAS NOT MET THE PASS CRITERIA	Is able to demonstrate a knowledge of Advanced processes and techniques to develop architectural designs in accordance with K1 Is able to demonstrate capability to apply design skills in accordance with S1 Provides evidence to demonstrate an understanding or awareness of the physical and planning context in accordance with K4, S4 Provides evidence and is able to demonstrate understanding or awareness of impact of the built environment and diverse user needs in accordance with K5, S5 Demonstrates understanding of the briefing process in accordance with K7, S7 Demonstrates understanding of the financial and regulatory constraints on building design and	Meets the pass requirements and also Is able to demonstrate a knowledge of varied drawing, design techniques and process in accordance with K1 Is able to communicate an ability to prepare complex, detailed and coordinated design proposal in accordance with S1 Is able to demonstrate distinctive understanding of the physical and planning context in accordance with K4, S4 Is able to demonstrate critical awareness of the impact of the built environment and diverse user needs in accordance with K5, S5 Is able to demonstrate ability to manage the briefing process in accordance with K7,S7 Is able to clearly demonstrate critical awareness of the financial and regulatory constraints on

	delivery in accordance with K10, S10 Providers evidence and is able to demonstrate understanding of the range of services and role of the architect in the processes of procurement and building production, including making appropriate decisions in complex circumstances, and good communication in accordance with K13, S13, B6 Demonstrates evidence of understanding management of priorities and risks in running an architecture practice in accordance with K15, S15 Demonstrates behaviour in accordance with B3, B4	building design and delivery in accordance with K10, S10 Is able to demonstrate insightful understanding of the role of the architect in procurement and communication in accordance with K13, S13, B6 Is able to demonstrate critical awareness of the priorities and risks in running an architecture practice in accordance with K15, S15

Appendix 3: Glossary of terms

What is an apprenticeship? – An apprenticeship is a job with training. It enables someone to develop and demonstrate the knowledge, skills and behaviours they need to perform effectively in a particular occupation

APAR - Apprenticeship Providers and Assessment Register

APL – Approved Prior Learning

ARB – Architects Registration Board

EOB – Employer Occupational Brief - A document that recommends how the employer could ensure that the required Knowledge, Skills and Behaviours are met during the on-the-job training

EPA – End Point Assessment – Assessment undertaken following the gateway which assesses the skills, knowledge and behaviours of the apprenticeship as set out in the Apprenticeship Standards

EPAO – End Point Assessment Organisation - in this context this is the HEP

EQA – External Quality Assurance

ESFA – The Education and Skills Funding Agency

Gateway – The point in the development and education of an apprentice at which they are deemed to meet the skills, knowledge and behaviour as set out the apprenticeship standard

HEFCE – Higher Education Funding Council for England

HEP – Higher Education Provider. The institution providing the on-programme education that will award the degree and assess the apprentice in the EPA in its role as the End point Assessment Organisation

IFATE – Institute for Apprenticeships and Technical Education

Integrated – An integrated apprenticeship combines the academic learning with the on-the-job training and the apprenticeship does not require a separate external assessment

IQA – Internal Quality Assurance

KSBs – Knowledge, skills, and behaviours

On-programme – Learning and education undertaken as part of the off-the-job and the on-the-job training before gateway

QAA – Quality Assurance Agency

RIBA – Royal Institute of British Architects

Part 1 – ARB-prescribed/RIBA-validated first cycle degree qualification in architecture

Part 2 – ARB-prescribed/RIBA-validated second cycle degree qualification in architecture

Part 3 – ARB-prescribed/RIBA-validated Examination in Professional Practice and Management