

Key information for completing T Level Results Service

Key Web Links

[Link to T Level Industry Placement Delivery Guidance](#)

[Link to updated Industry Placement Delivery Approaches](#)

[Link to the Navigate Reports Dashboard Guide](#)

T Level Industry Placement completion criteria

Industry placements must meet the completion criteria set below.

- 1 Students have demonstrated sufficient progress towards their learning goals, using the progress indicators at Annex F as a guide.
- 2 Students have worked directly for an external employer, outside their normal learning environment away from their peers and teaching staff (except for students with SEND or in Young Offender Institutions where alternative approaches can be applied).
- 3 Students have been on the placement for a minimum of 315 hours (or 750 hours for the Early Years Educator occupational specialism, within the Education and Early Years T Level)

Evidence to support completion decision

Providers must collect evidence during the placements to decide whether students have completed their placements.

As a minimum the following documentation must be collated for students, in electronic or paper copy format, and retained for 3 years, for monitoring purposes:

	T LEVEL AUDIT REQUIREMENT	WHERE IN NAVIGATE
1	Signed industry placement agreement (Annex E)	Placement Agreement in IP Placement Administration Page
2	Learning goals outlined as part of the industry placement objectives template	Employability & Technical Targets linked to T Level IP
3	Completed student logbook	Student Journals
4	Evidence of discussions at the formal review points, including a record of student Progress against their learning goals	Reviews 1 and 2 in in IP Placement Administration Page
5	Signed industry placement completion declaration form (Annex H)	Final review in in IP Placement Administration Page
6	SEND evidence (where applicable)	Added as notes or in Allowable Delivery Approach model notes in placement details.
7	Employer appraisal	Final review in IP Placement Administration Page
8	Delivery approaches models used if applicable (Annex B)	In Placement details – shown on Course Deliverables dashboard.

Key dates and responsibilities

System	Date	Implications
Manage T Level results service	23 June in the second academic year	Deadline for submission of industry placement completion data for students in their second year of study
Manage T Level results service	31 July in the second academic year	Final date for making changes to industry placement completion status, for results to be calculated and issued ready for results day in August
ILR	31 July in the second academic year	Final date to complete fields on ILR to record student achievements in that academic year, and included in the R14 ILR return, to count for funding purposes
School census	31 July in the second academic year	Final date to complete fields on school census to record student achievements in that academic year to count for funding purposes