

End point assessment fees policy

2025

Document summary

This policy is mainly for our End-Point Assessment (EPA) customers, namely employers; and is also relevant as a reference document for Apprentices, Higher Education Institutions, Providers, FE Colleges, Funding Agencies, Regulators and others involved in the EPA process.

This policy outlines our approach to setting fees related to EPA and covers fees for EPA First Attempts and re-sits/re-assessments in full or per required EPA component. It does not cover billing, invoicing, or withdrawals.

You can contact us for any enquiries through our [website](#)

Pearson Education Ltd – Our Mission and Values

At Pearson, our purpose is simple: to help people realize the life they imagine through learning. We believe that every learning opportunity is a chance for a personal breakthrough. That's why our c. 18,000 Pearson employees are committed to creating vibrant and enriching learning experiences designed for real-life impact. We are the world's lifelong learning company, serving customers in nearly 200 countries with digital content, assessments, qualifications, and data. For us, learning isn't just what we do. It's who we are. Visit us at pearsonplc.com.

We are regulated by the UK qualifications regulators Ofqual (England), CCEA Regulation (Northern Ireland) and Qualifications Wales (Wales). Our regulatory policies are integral to our approach and articulate how we meet regulatory requirements. These policies are designed to support centres and students and set out clearly our approach to the design, delivery, and award of Pearson qualifications and services.

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1. Introduction

- 1.1 We are committed to having a fair and transparent approach to fee-setting. Our fees for End-Point Assessment (EPA) are created using the currently available¹ published Apprenticeship Standards and Assessment Plans for which we are registered to deliver end-point assessment services².
- 1.2 This policy applies to all fees set after the approval date as directed by the Institute for Apprenticeships and Technical Education (IfATE). This policy includes information that is relevant to Apprenticeship Standards and Assessment Plans published and approved for delivery as at the published date of this policy. To offer value for money, prices for EPA are devised with affordability in mind.
- 1.3 Our fees for EPA are intended for, and payable by, the relevant provider, for whom we hold a contract of services. Individual Apprenticeship candidates must not be directly charged for any part of their EPA.
- 1.4 Our fees and fee-setting methods may vary if there are changes to UK government policy or Assessment Plans; this policy will be reviewed and amended accordingly in response to such changes.
- 1.5 Where EPA fees are amended, notice will be given to the key personnel listed within the service agreement communicated through the Pearson website and through your nominated account manager.

2. EPA fees policy

How we set our First Attempt fees³ for EPA

- 2.1 Our First Attempt fees⁴ are developed with consideration of costs, incurred by Pearson, which relate to:

¹ As per the individual Apprenticeship Standard on IFATE.

² Refer to [ESFA Register of End-Point Assessment Organisations](#).

³ Our fees do include a proportional element linked to profit, as permissible by the Education and Skills Funding Agency (ESFA).

⁴ First Attempt is defined as - The first attempt (post-Gateway) of all-components EPA for an Apprentice who is registered with Pearson as the EPA Organisation; subsequent attempts of individual components are defined as re-sits/re-assessments.

- Assessment of components in the EPA as outlined in published Assessment Plans;
- Administration, Registration, Assessment and Examination (where applicable) of relevant components;
- Providing guidance and support and the materials needed to enable delivery of the Assessment;
- Ensuring trained staff and appropriate premises are available to deliver end-point assessment where appropriate;
- Development and maintenance of assessment instruments and tools;
- Ensuring consistent and robust internal quality assurance (for instance moderation and standardisation of assessment instruments and tools, assessors, and assessment decisions).

2.2 We use the funding band allocated by IFATE to provide an indication of expected cost. In line with regulatory guidance, the maximum fee cannot exceed 20% of the total funding allocated to the apprenticeship standard.

2.3 Our fees exclude costs, related to:

- General recruitment, induction and continuing professional development of assessors;
- Promotional/Marketing activity and materials;
- Any other services or on-programme activity not specifically related to the direct delivery of EPA;
- Any activity related to centre approval process.

How we set our re-sit or re-assessment fees

2.4 Our fees for full or partial re-sit/re-take are based upon our First Attempt fees for the respective Standard/Assessment plan. These re-sit/re-take fees are set at component level per individual EPA; the component fees are set in proportion to the costs related with the delivery of each individual component.

2.5 There are no hidden charges included in our re-sit/re-assessment fees.

2.6 Fees for resit/re-takes will be charged separately to the provider in line with Pearson's published fees⁵.

⁵ <https://qualifications.pearson.com/en/support/support-for-you/work-based-learning/learning-providers/apprenticeship-standards/end-point-assessment/epa-pricing.html>

Fees for the Partial delivery of EPA

- 2.7** In the case of partial delivery of EPA, we will charge only for those components of EPA that have been delivered or where we can show that costs have been incurred to deliver relevant components. This may include where we have provided resource for delivery of assessment, but assessment was not carried out due to action/inaction on the part of the Apprentice/Employer/Provider (scenarios of this type will be considered in line with our policies covering Billing and Refunds).

EPA fees related to access and special arrangements

- 2.8** Our First Attempt and re-sit/re-take fees do not include special arrangements that may be required to support individual apprentices with additional needs, disabilities or with another temporary or permanent limiting condition. In instances such as these, there is no fee associated with access and special arrangement requests.
- 2.9** We are committed to making sure all candidates can fairly access our end-point assessments. We will discuss individual needs for candidates with the Provider and Employer, and we will make suitable arrangements so that all candidates have equality of opportunity and fair access to EPA.

3. Policy review date

- 3.1** March 2026.

4. Regulatory references

- 4.1** UK regulators require all awarding organisations to establish and maintain their compliance with regulatory conditions and criteria. As part of this process, policies that relate to Pearson's status as an awarding organisation will reference any conditions and criteria that they address.
- 4.2** This policy addresses the following regulatory criteria and conditions:

Qualification regulator or relevant governing body	Regulatory rule or guidance document	Regulatory condition, criteria, or principle
Ofqual	<u>General Conditions of Recognition</u>	F1

5. Version control

Version control table

Version #	Changes	Date
2.5	1.2 Removed negotiation aspect to include how our fees are devised with affordability at the forefront.	13 th March 2025
2.5	1.5 Re worded to ensure consistency with information provided in the service agreement.	13 th March 2025
2.5	2.2 Re worded the statement to include how fees are devised under the 20% cap allowed from the funding band.	13 th March 2025
2.5	2.3 and 4.2 Removed reference to APAR conditions	13 th March 2025