

# Apprenticeship checklist for providers



## Getting started

<b>ACE360</b>	<ul style="list-style-type: none"><li>• The most important first step when getting started is to register on ACE360. This triggers your access to standard-specific resources and support.</li><li>• You also need to register your apprentices, once registered this is where you will upload Gateway forms further down the line and where all your apprentice information is stored.</li><li>• You can reach the ACE360 support team at <a href="mailto:info@ace360.org">info@ace360.org</a> or on 0300 303 4444.</li></ul>
<b>Resources</b>	<ul style="list-style-type: none"><li>• Once apprentices are registered onto ACE360, all resources can be accessed within the Knowledge Base such as Specification, additional resources document, webinar, SAMS (where applicable to the standard).</li></ul>
<b>Employer liaison</b>	<ul style="list-style-type: none"><li>• This is the opportunity to engage directly with your employer to ensure apprentices are fully supported.</li></ul>