

# L6 Improvement Leader (ST0556 v1.0)

To be completed and included with the Dissertation and Presentation

## APPRENTICESHIP STANDARD AND APPRENTICE

|                                 |                                                          |
|---------------------------------|----------------------------------------------------------|
| <b>Training Provider Name:</b>  |                                                          |
| <b>Apprenticeship Standard:</b> | Level 6 Improvement Leader Apprenticeship (ST0556 v1.0 ) |
| <b>Apprentice Name:</b>         |                                                          |
| <b>Apprentice ULN:</b>          |                                                          |

## APPRENTICESHIP STANDARD AND APPRENTICE INFORMATION

By signing this document I (the Apprentice) confirm that I have completed my 4,000/4500-word dissertation. A summary and appendices have been included and are additional to the word count.

The summary is a concise one-page of A4, visual, following the principles of 'A3 Thinking' and conveying key points in a way that enables messages to be grasped 'within 3 seconds.' My appendices contain supporting evidence, such as meeting minutes, extracts from business strategy, key performance indicator dashboards, risk log and organisation charts (not included in the word count).

I further confirm that:

1. All the work is solely my own.
2. The Dissertation and Presentation were produced by me following gateway approval and are inline with the scoping document signed off by CMI at the gateway stage.
3. The dissertation has been submitted to the CMI three weeks prior to the booked end point assessment, to allow the assessor to review the contents and prepare for the questioning component of the end point assessment.

|                              |  |              |  |
|------------------------------|--|--------------|--|
| <b>Apprentice signature:</b> |  | <b>Date:</b> |  |
|------------------------------|--|--------------|--|

## EMPLOYER DECLARATION

By signing this document I (the Employer Representative) confirm that:

1. The Employer for the above-named Apprentice fully supports this Dissertation
2. The Dissertation focuses on the development and deployment of improvement strategy in the business and is of sufficient scope to demonstrate the knowledge and skills as set out in Annex A of the Improvement Leader assessment plan.
3. The Employer has supported the apprentice in securing the technical expert who will attend the end point assessment on the day. The technical expert is aware of the time and date of the assessment and their remit in the end point assessment. The Employer understands that the end point assessment cannot take place without the technical expert present.

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4. The Dissertation and Presentation was undertaken by the above-named Apprentice following gateway approval.
  5. The evidence provided within the Dissertation and Presentation is valid and attributable to the above-named Apprentice.

|                                         |  |                  |  |
|-----------------------------------------|--|------------------|--|
| <b>Name &amp; Job Title of Employer</b> |  |                  |  |
| <b>Employer signature:</b>              |  | <b>Date</b><br>: |  |