

Good afternoon,

Following a review of the Register of Apprenticeship Training Providers (RoATP), we have made changes to the application process. The changes demonstrate our continued commitment to improving the quality of apprenticeship training and ensure only providers who are appropriately skilled, ready to deliver and financially stable, can access apprenticeship funding.

Key changes include:

- RoATP will remain open for applications
- all organisations that want to receive ESFA funding for apprenticeship training will need to go through the new application process including existing providers and all subcontractors
- all organisations that use subcontractors to deliver apprenticeship training (not currently listed on the RoATP), must advise them to apply
- all organisations will need to answer a series of new questions as part of the application process

The RoATP is now open for applications.

All providers currently on the register will need to go through the new process. You can find further information about the application process on Gov.uk (copy and paste <https://www.gov.uk/guidance/register-of-apprenticeship-training-providers> in to the browser).

Your organisation is currently listed on the RoATP. We would like to invite you to re-apply to the RoATP between 1 March and 31 March 2019.

We would recommend you read the new application instruction document (copy and paste <https://www.gov.uk/guidance/register-of-apprenticeship-training-providers#application-guidance> in to the browser), to help you prepare your application.

When you are ready to make your application to the RoATP, you can find out where to access the application form in Section 5 of that document.

If your application is successful, you will remain on the RoATP and your access to apprenticeship funding will be uninterrupted.

If you do not re-apply to the RoATP in your application period, ESFA will remove you from the RoATP by 30 April 2019. You will be able to submit an application at any time in the future.

If your application is unsuccessful, ESFA will remove you from the RoATP and you will be unable to take on any new apprentices.

You can make 2 applications to the RoATP within a 12 month period. If your application is unsuccessful and you believe ESFA made an error in the assessment of your application, you have the right to appeal. You must submit your appeal within 10 working days of receiving your application result and feedback on your application. You can find further information on the appeals process in the application guidance.

If you have any questions about this notification, please email RoATP.Mailbox@education.gov.uk

Regards

ESFA