

On-Programme Achievement Record

Beauty Professionals (Beauty and Make-up Consultant)

Apprentice name:	
Apprentice start date:	
On-programme completion date:	

Unit Achievement Section						
Unit code	Unit title	Date overarching exam achieved	Date practical achieved	Apprentice signature	Assessor signature	IQA signature
Mandatory units						
UBT251	Instruct the use and application of skincare products and make-up					
UBT252	Advise and demonstrate a range of beauty retail products, tools and equipment for the eyelashes and eyebrows					
UBT253	Advise and demonstrate a range of beauty retail products, tools and equipment for the face, neck and skin					

Unit Achievement Section						
Unit code	Unit title	Date overarching exam achieved	Date practical achieved	Apprentice signature	Assessor signature	IQA signature
Mandatory units						
UBT254	Advise and demonstrate a range of beauty retail products, tools and equipment for the nails					
UBT255	Participate in promotional activities					
UBT256	Advise, demonstrate and sell beauty products to customers					
UBT257	Advise and demonstrate perfumery recommendations to customers					

Apprentice name: _____

Apprentice signature: _____ Date: _____

Employer name: _____

Training Provider name: _____

Employer signature: _____ Date: _____

Training Provider signature: _____ Date: _____

Document amendment history page

Version	Document Owner	Issue Date	Changes	Role
v0.4	Quality	14/07/2020	First draft for internal consultation	Subject Matter Expert - Beauty
v0.5	Quality	25/08/2020	Review	Subject Matter Expert - Beauty
v0.6	Quality	02/09/2020	Formatting and logo change	Qualifications Administrator
v0.7	Quality	02/09/2020	None	Regulation Officer
v0.8	Quality	08/09/2020	Sign off	Quality Lead
v1	Quality	08/09/2020	First full version	Qualifications Administrator
v2	Quality	21/09/2020	Amended unit title to 'Completes promotional activities'	Qualifications Administrator
v3	Quality	3/12/2020	Amended unit title to 'Participate in promotional activities'	Qualifications Administrator

Document Review

Role	Review Status
Quality Lead (Apprenticeship)	Review
Subject Matter Expert - Assessment SS	Reviewed

Document Owner

Document Owner	Document shared with
Quality	

Document Sign-off

Role	Sign-off Date
Quality Lead	08/09/2020