**ACE Claims Process**

Guidance to CBs

Guidance to claimants

**Federation**

**Guidance on acceptable evidence and claims process**

**Apprentice**

|  |
| --- |
| **Certification Bodies** |
| Asset Skills |
| Cogent |
| ConstructionSkills |
| Creative & Cultural Skills |
| Creative Skillset |
| ECITB |
| Energy & Utility Skills |
| e-skills UK |
| Improve Ltd. |
| Lantra |
| People 1st / Skillsmart Retail |
| Proskills UK |
| SEMTA |
| Skills CFA |
| Skills for Care  |
| Skills for Health |
| Skills for Justice / LSIS |
| Skills for Logistics |
| Skills for Security  |
| SkillsActive / Habia |
| SummitSkills |
| The IMI |

**Training provider or college**

**-ACE-**

**Compliance checks against framework**

**Certificate Printed**

**Rejection feedback**

**Claim rejected**

**Pre-ACE**

|  |
| --- |
| **Occupational Areas** |
| * Business and Administration
 |
| * Care
 |
| * Construction
 |
| * Creative
 |
| * Electrical
 |
| * Energy and Utility
 |
| * Engineering
 |
| * Financial
 |
| * Food and Drink
 |
| * Hairdressing
 |
| * Health
 |
| * Hospitality
 |
| * Justice
 |
| * Land based
 |
| * Learning and Skills
 |
| * Logistics
 |
| * Motor Industry
 |
| * Nuclear
 |
| * Process and Manufacturing
 |
| * Retail
 |
| * Security
 |
| * Service
 |
| **\*This list is not comprehensive** |
|  |
|  |

Paper based claims, each sector had its own application form and process.

**Claim approved**

**Claim rejected**

**Certificate Printed**

**Apprentice**

**Training provider or college**