**Highfield Assessment**

**Written Submission Sheet**

This document must accompany written work when submitted to Highfield Assessment.

|  |  |
| --- | --- |
| **Apprentice Name:** |       |
| **Standard Title:** |       |
| **Assessment Component:** |       |
| **Employer:** |       |
| **Training Provider:** |       |
| **Confirmed Word Count:** |       |

**Apprentice Declaration**

*I confirm that the evidence contained within this portfolio is all my own work and any assistance given and/or sources used have been acknowledged.*

|  |  |  |  |
| --- | --- | --- | --- |
| **Apprentice signature:**       |  | **Date:**       |  |

Please ensure that all submissions are saved in one of the following file formats:

|  |  |  |
| --- | --- | --- |
| *.docx* | *.xlsx* | *.pptx* |
| *.pdf* | *.jpg* | *.png* |
| *.mp3* | *.mp4* | *.m4a* |