Register Apprentice Notify CILEx of Complete ATP / CILEx contract Apprentice may apply EPA requirement for CILEx membership **PARALEGAL APPRENTICESHIP STARTING PHASE** First fee due -**Confirmation letter to Registration invoice to ATP** employer 1 **Gateway review completion. CILEx gateway checks** Submit apprentice portfolio. **Confirm EPA dates.** APPRENTICESHIP GATEWAY PHASE — Second fee due -**EPA invoice to ATP EPA takes place Results notification END POINT ASSESSMENT PHASE** Legend of responsibilities Certificate Employer / ATP CILEX ATP / CILEx (sent to employer) Apprentice / CILEx / ESFA

THE APPRENTICESHIP JOURNEY | CHARTERED LEGAL EXECUTIVE

