

What is the Apprentice Transition Plan?

The Apprentice Transition Plan is a new service, developed by Skills Development Scotland, to support apprentices who have been made redundant or unemployed as result of the economic impact of COVID-19.

The ATP service can **help you find new work or move to further learning**. It may offer you support to help you complete your qualification; or give you the ability to recognise the level of your skills and be more confident in describing them to a prospective new employer.

Through the exercise you will develop a **Record of Achievement** which is a bit like a quality assured CV and will include:

- A record of all certified learning gained in your apprenticeship;
- A technical skills statement of competence for non-certified learning; and
- A benchmark statement for your transferable skills.

This up-to-date record will help you to put across the skills you have, and the process should help you on the next stage of your learning or employment journey.

Who is the Apprentice Transition Plan for?

You are eligible for the ATP if you have been made redundant from your apprenticeship since 1 April 2020.

- If you had **less than 26 weeks of your apprenticeship left** when you were made redundant you may be able to either **fully or partially complete your certification**, and develop a Record of Achievement
- If you had **over 26 weeks left of your apprenticeship** you can still develop a Record of Achievement

Next Steps

- View further information, eligibility and frequently asked questions [here](#)
- **Speak to your original learning provider** who can help you to decide if the Apprenticeship Transition Plan is the best option for you. If they are unable to assist you please contact us at ATPsupport@sds.co.uk for more information.

