



## LEEA Assessments

### Information For Members and Students

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#### LEEA Assessments

For 2018 onwards, LEEA will be holding a single Global Assessment Day combined with other options for taking an Assessment throughout the year. The benefit of this change is that students can book their Assessment closer to their period of study than before.

The information provided in this document is intended to give LEEA Members and students information about the new ways to arrange a LEEA Assessment, along with other useful facts to help make the assessment process easier for all.

#### Who Can Sit A LEEA Assessment?

An employee of a member company or a member of the Individual Trainee Scheme (ITS) who has already enrolled on a LEEA training course (either instructor-led classroom training or online eLearning)

Any student enrolled on an online course must have started the course in order to sit the assessment. Although we do not insist the course is completed before sitting the assessment it would be highly advantageous as the assessment tests are closely aligned to the course material. LEEA will check that a student has started the course before processing any assessment application.

Or...

An employee of a member company or ITS participant who wishes to re-sit an assessment for which they did not reach the pass mark on a previous attempt

#### What Format Is The Assessment?

LEEA Foundation

*100 questions with multiple choice answers, recorded on a separate answer sheet*

Lifting Equipment General – Advanced Programme

*100 questions with multiple choice answers, recorded on a separate answer sheet*

Lifting Machines Manual – Advanced Programme

*Mix of questions with multiple choice answers, combined with short and long written answer questions, all in one booklet*

Lifting Machines Power – Advanced Programme

*Mix of questions with multiple choice answers, combined with short and long written answer questions, all in one booklet*

Overhead Travelling Cranes – Advanced Programme

*Mix of questions with multiple choice answers, combined with short and long written answer questions, all in one booklet*

Runways and Crane Structures – Advanced Programme

*Mix of questions with multiple choice answers, combined with short and long written answer questions, all in one booklet*



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#### Offshore Containers – Advanced Programme

*Mix of questions with multiple choice answers, combined with short and long written answer questions, all in one booklet*

#### Mobile Cranes – Advanced Programme

*Mix of questions with multiple choice answers, combined with short and long written answer questions, all in one booklet plus an additional practical assessment of the thorough examination of a mobile crane*

#### What Is The Pass Mark For A LEEA Assessment?

Foundation and Lifting Equipment General – 75%

All other Advanced Programmes (except Mobile Cranes Examination) – 50%

Mobile Cranes Examination Advanced programme – 65% theory and 75% practical assessment

All LEEA Assessments are split into modules, with each module covering a key section of the course syllabus. To achieve a “pass” at any Assessment, the candidate must score an overall percentage of correct answers as detailed for each Assessment above. However, as well as achieving the overall percentage mark required, candidates must also gain a minimum of one fifth (20%) of the available marks in each module. For example, if a module has 15 marks available the student must get a minimum of 3 marks in that module.

#### How Long Does a LEEA Assessment Last?

LEEA Foundation – one hour and 15 minutes

All Advanced Programme written papers – two hours and 15 minutes

#### How to Book Your LEEA Assessment

We are offering a single Global Assessment date – in April – with the addition of a variety of alternative methods that are accessible throughout the year.

#### Routes to Assessment

1. Register for the Global Assessment day (*details on date and venues follows this section*)
2. Contact your Company’s LEEA Technical Specialist to arrange the required Assessment(s) at a future audit or other visit (*this should be done through your company’s LEEA Contact*)
3. Contact LEEA at [assessments@leeaint.com](mailto:assessments@leeaint.com) or +44 (0) 1480 432801 to book an assessment at our Huntingdon Training Centre on one of our monthly Blended Learning Assessment Days (*note: you do not need to have booked onto the blended learning session – you may book to attend just the Assessment*)



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4. Contact LEEA at [dubai@leeaint.com](mailto:dubai@leeaint.com) and arrange an assessment at the LEEA Dubai Office
5. Contact LEEA at [assessments@leeaint.com](mailto:assessments@leeaint.com) or +44 (0) 1480 432801 to arrange your Assessment and an approved LEEA Assessment Centre in your region, or to arrange the approval and booking of a new Assessment Centre in your region

### Global Assessment Day

The table below details all venues included in the Global Assessment Day for 2018:

Assessment Date 18 <sup>th</sup> April 2018 & 4 <sup>th</sup> April 2018 for Dubai Only – Venue 6 (A)			
Closing date for all entrance forms is 20 <sup>th</sup> March 2018 & 12 <sup>th</sup> March for Dubai Assessments (Venue 6)			
UK Venues		Overseas Venues	
(Venue 1) LEEA 3 Osprey Court, Kingfisher Way, Hinchingsbrooke Business Park, Huntingdon PE29 6FN (LEEA Invigilator)	<b>HUNTINGDON</b>	(Venue 5) J W Marriott Hotel Cairo Ring Road, Mirage City 11757 Heliopolis Cairo, Egypt (LEEA Invigilator)	<b>CAIRO, EGYPT</b>
(Venue 2) DoubleTree by Hilton Hotel Sheffield Park Chesterfield Road South Sheffield S8 8BW (LEEA Invigilator)	<b>SHEFFIELD</b>	(Venue 6) LEEA Block 10, Office 310 Dubai International Academic City Dubai UAE (LEEA Invigilator)	<b>UAE</b>  These assessments to be held at our Dubai Office. Please email <a href="mailto:dubai@leeaint.com">dubai@leeaint.com</a> for further information
(Venue 3) Holiday Inn Express Aberdeen City Centre, Chapel Street, Aberdeen AB10 1SQ (LEEA Invigilator)	<b>ABERDEEN</b>	(Venue 7) Holiday Villa Hotel & Residence City Centre Doha Al-Muntazah Doha, Qatar (LEEA Invigilator)	<b>QATAR</b>



## LEEA Assessments Information For Members and Students

(Venue 4) City of Glasgow College, Riverside Campus 06.17 21 Thistle Street Glasgow G5 9XB	<b>GLASGOW</b>	(Venue 8) British Council Oman, Office # 13, First Floor Al Madina Plaza (Above Starbucks / KFC) Madinat Qaboos, Oman	<b>OMAN</b>
		(Venue 9) Hotel Presidential 5141 Aba Road Port Harcourt Rivers State Nigeria (LEEA INVIGILATOR)	<b>NIGERIA</b>

### What Does a LEEA Assessment Cost?

For online eLearning courses, students are entitled to their first attempt at the corresponding Assessment at no additional cost – it is included within the enrolment fee for the course.

In the case of classroom, or ILT training courses, the initial Assessment is included in the course fees and the Assessment takes place on the last day of the course.

For re-sits of Assessments, where students did not achieve the required “pass” mark on the first attempt the cost is:

Employees of LEEA Member Companies:      £90 (incl. VAT)      £75 (excl. VAT)

Individual Trainees:      £120 (All incl. VAT to comply with UK law)