

# Apprenticeships

## A Guide for Learners

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# BTEC

### What is an Apprenticeship?

Apprenticeships are a mixture of work-based training and education. Apprentices learn on the job, building up knowledge and skills, gaining qualifications and earning money at the same time.

On the job they work with the employer, the rest of the learning is done with a local learning provider (often on day release).

Apprenticeship frameworks are designed by the new Sector Skills Councils (SSCs) or Sector Skills Bodies. These are made up of business representatives from the relevant sector or industry and they decide on the course content within their Apprenticeship framework.

There are different levels of Apprenticeship available, in many different sectors, but most lead to:

- **A National Vocational Qualification (NVQs):** Edexcel NVQs are work-based qualifications that assess the skills and knowledge you need to perform your job role effectively. The qualifications are based on national occupational standards, which define what employees, or potential employees, must be able to do and know, how well they must do these things, and the circumstances in which they have to use the skills or carry out the activities. The standards are usually defined by the new Sector Skills Councils (SSCs) or Sector Skills Bodies, which are made up of representatives from the relevant industrial sector.
- **Key Skills:** Edexcel Key Skills are those skills that can help improve learning and performance in education and training, work, and life in general. Studying Key Skills prepares you for the world of work right from the start. Key Skills test six key employment skills: communication, application of number, information technology, working with others, improving own learning, and problem solving. The Key Skills requirements for an Apprenticeship vary from sector to sector.
- **A technical certificate** such as an Edexcel BTEC qualification: technical certificates are vocationally-related qualifications identified by sector and awarding bodies, that are able to deliver the underpinning knowledge and understanding relevant to the NVQ included in the particular Apprenticeship framework.

These three qualifications give you the skills to do the job and the knowledge needed to support you in your job.

You will also receive an Apprenticeship completion certificate from the relevant Sector Skills Council (SSC) or Sector Skills Body.

### What levels are available?

There are two main levels of Apprenticeship available. Those at level 2 of the National Qualifications Framework (NQF), which are generally equivalent to GCSE or Intermediate GNVQ level, and those at level 3, which are generally equivalent to GCE A or Applied A level. The level you take will depend on your previous qualifications or experience.

### Am I eligible for an Apprenticeship?

There are no set entry requirements for Apprenticeships. Requirements for entry vary for each Apprenticeship but they are generally designed to attract capable young people who have the ability and motivation to undergo the training involved and to complete the Apprenticeship. They do not require any prior qualifications.

## How long does an Apprenticeship take to complete?

There is no set time to complete Apprenticeships as they vary in content and size. The length of time taken will depend on the ability of the individual apprentice and employer requirements. Apprenticeships at level 2 usually take at least 18 months to complete, those at level 3 usually last at least two years.

## How do Apprenticeships work?

You can be either in employment or on a placement with an employer. If you are employed you will be paid as detailed in the employment contract agreed with your employer. If you are not employed by the employer you will be entitled to an allowance. In some cases, the employer or learning provider will supplement this allowance.

Your employer will ensure you receive on-the-job training which allows you to achieve your NVQ. You will also spend time with a learning provider, gaining your Key Skills and the technical certificate.

## How can learners progress?

Apprentices at level 2 can progress onto Apprenticeships at level 3. Level 3 apprentices may be able to move onto a higher education course, for example, a Higher National, a Graduate Apprenticeship, a Foundation Degree or a related vocational degree course.

Learners at both levels will be more capable and confident in their profession.

Apprenticeship frameworks	
Accountancy	Food & drink manufacturing operations
Aviation	Hairdressing
Beauty therapy	Health & social care
Business Administration	Hospitality
Call handling	IT & electronic services
Ceramics	Management
Chemical, pharmaceutical, petro-chemical manufacturing & refining industries	Metals industry
Construction	Polymers
Customer service	Printing
Early years care & education	Residential estate agency & residential property letting & management agency
Electricity supply	Road haulage & distribution
Emergency fire service operations	Sport, recreation & allied occupations
Engineering	Telecommunications
Engineering construction	Vehicle maintenance & repair
Fibreboard	

## What Apprenticeships are available from Edexcel?

Edexcel offer a range of Apprenticeships covering a variety of vocational areas. We are always developing our portfolio but currently offer elements of the Apprenticeships in the sectors shown in the table opposite.

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## Contact us

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### About Edexcel

Edexcel is one of the UK's largest providers of qualifications, with the widest portfolio of academic and vocational qualifications.

Regulated by the Qualifications and Curriculum Authority (QCA) to offer qualifications, Edexcel works with over 5,500 education partners in over 110 countries.