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NATIONAL APPRENTICESHIP WEEK INFORMATION PACK

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INTERMEDIATE APPRENTICESHIPS

Intermediate Apprenticeships are the first level of apprenticeship, a Level 2 qualification—equivalent to five good GCSE passes. Intermediate Apprenticeships are designed to equip apprentices with the skills to thrive in the world of employment.

Intermediate Apprenticeships generally last around 12-18 months, although they can be longer or shorter. On these programmes, apprentices spend most of their time working for an employer and learning on-the-job, but they also spend some time at a training institution or local college. They will study towards vocational qualifications that are relevant to their job, such as an NVQ Level 2. An Intermediate Apprenticeship will improve basic skills too—if apprentices don't have GCSEs in English and maths, they will usually be required to take a basic numeracy and literacy test.

In practice, this might mean apprentices spend two days a week at college and three days in the office or workplace. Alternatively, they might only go to college once a fortnight (or maybe even less). Some employers use a 'block training' approach, concentrating the required off-the-job training into weekly or fortnightly slots across the year.

Intermediate Apprenticeships are offered in all sorts of areas and industries, with all types of companies, in everything from construction and engineering, to tourism, publishing and IT.

Intermediate Apprenticeships are perfect for people who want to move on to the next level—an Advanced Apprenticeship. They are a possible route into those schemes, but are also useful for young people who want to stay in education and training without doing A-levels, as everyone must now remain in some form of education or training until their 18th birthday.



Qualifications & training

Intermediate apprentices work towards nationally recognised vocational qualifications at Level 2 (equivalent to five GCSEs at grades 9–4), including a competence qualification, a Functional Skills qualification and, in some cases, a relevant knowledge-based qualification.



Typical entry requirements

Usually applicants are required to have two or more GCSEs (grades 9–4) or equivalent. Alternatively, applicants might have to sit a numeracy and literacy test.



Potential career progression

From an Intermediate Apprenticeship, apprentices can go on to do an Advanced Apprenticeship or secure a related job.



Pay

The Apprentice National Minimum Wage is £4.81 an hour from April 2022, but many employers pay their apprentices more than that. The Apprentice National Minimum Wage applies to all 16–18-year-old apprentices and those aged 19 and over in the first year of their apprenticeship; after the first year of the apprenticeship, people who are aged 19 or over must be paid the full National Minimum Wage for their age group.

ADVANCED APPRENTICESHIPS

Advanced Apprenticeships are a step above Intermediate Apprenticeships, and are designed for more challenging roles and to develop advanced skills at qualification Level 3—equivalent to two A-level passes.

As a guide, Advanced Apprenticeships generally last around 24 months, although they can be longer or shorter. On these programmes, apprentices spend most of the time working for an employer and learning on-the-job, but they also spend some time at a training institution or local college, gaining qualifications at Level 3. These will include a Level 3 competence qualification, a Functional Skills qualification and a relevant knowledge-based qualification.

In practice, this might mean apprentices spend two days a week at college and three days in the office or workplace. Alternatively, they might only go to college once a fortnight (or maybe even less). Some employers use a 'block training' approach, concentrating the required off-the-job training into weekly or fortnightly slots across the year.

Advanced Apprenticeships are offered in all sorts of areas and industries with all types of companies, in everything from animal care and education, to media, retail and law.

Advanced Apprenticeships are perfect for people who want to move on to the next level—a Higher Apprenticeship. They are a prerequisite for those schemes, but are also useful for young people who want to stay in education and training without doing A-levels, as everyone must now remain in some form of education or training until their 18th birthday.



Qualifications & training

Advanced apprentices work towards nationally recognised vocational qualifications at Level 3 (equivalent to two A-level passes), including a competence qualification, a Functional Skills qualification and a relevant knowledge-based qualification.



Typical entry requirements

Usually applicants are required to have five GCSEs (grades 9–4) or equivalent, or to have completed an Intermediate Apprenticeship.



Potential career progression

From an Advanced Apprenticeship, apprentices can go on to do a Higher Apprenticeship or secure a job in a relevant industry. They may also use the qualification to gain access to some school-leaver programmes (in the construction industry, for example) and courses at Further Education college, depending on individual entry requirements.



Pay

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HIGHER APPRENTICESHIPS

Higher Apprenticeships are at qualification Level 4 and above—equivalent to a higher-education certificate, higher-education diploma or a foundation degree. All levels can include vocational qualifications and academic qualifications.

Higher Apprenticeships are a great option for school and college leavers who are looking for an alternative to university. As a guide, Higher Apprenticeships take at least 12 months, but many programmes last up to 18 months or two years. Some Higher Apprenticeships even last as long as five years.

On these programmes, apprentices spend most of the time working for an employer and learning on-the-job, but they will also spend some time at a training institution, college or university. They will study towards vocational or academic qualifications that are relevant to their job. For example, an apprentice completing a Higher Apprenticeship with a tax and accountancy firm might complete the ATT (Association of Tax Technicians) or the CTA (Chartered Tax Adviser) qualifications.

In practice, this might mean apprentices spend two days a week at college and three days in the office or workplace. Alternatively, they might only go to college once a fortnight (or maybe even less). Some employers use a 'block training' approach, concentrating the required off-the-job training into weekly or fortnightly slots across the year.

Programmes are available in a wide range of industries and roles, from tax and accountancy, to construction management, mechanical engineering, web development and even space engineering.

A Higher Apprenticeship can be a great choice for ambitious school leavers, especially for those who have done relatively well in their GCSEs and/or A-levels, or who have completed an Advanced Apprenticeship, but want to progress without taking the university route.



Qualifications & training

Higher apprentices might work towards a Level 4–6 competence qualification, a Functional Skills or a

knowledge-based qualification (such as a foundation degree), or a HND. Qualifications at Levels 4 and 5 are equivalent to a higher-education certificate, a higher-education diploma or a foundation degree. Qualifications at Level 6 are equivalent to a degree or a graduate diploma.



Typical entry requirements

Usually applicants are required to have a minimum of two A-levels or equivalent, or an Advanced Apprenticeship.



Potential career progression

Often, at the end of a Higher Apprenticeship, apprentices will be at the same level as employees who took the university route and then a graduate scheme; it is likely they will be offered a job with their apprentice employer. If they choose to move on they will have professional and/or academic qualifications tailored to the industry they have trained in, making them extremely employable.



Pay

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DEGREE APPRENTICESHIPS

Degree Apprenticeships allow apprentices to achieve a full bachelor's or master's degree at Levels 6 and 7. While Degree Apprenticeships must last a minimum of one year, the programmes generally last longer than this, typically up to four years, though there is no fixed maximum duration.

Degree apprentices aren't eligible for student loans, but their tuition fees are often paid in full or in part by the apprentice employer, and like all other apprentices they are paid a salary as full-time employees.

Degree apprentices split their time between university study and the workplace, and will be employed throughout—gaining a full bachelor's or master's degree while earning a wage and getting real on-the-job experience in their chosen profession. In practice, this might mean apprentices spend two days a week at college or university and three days in the office or workplace. Alternatively, they might only go to college or university once a fortnight (or maybe even less). Some employers use a 'block training' approach, concentrating the required off-the-job training into weekly or fortnightly slots across the year.

Degree Apprenticeships also offer the rare opportunity to gain experience and form working relationships with high-profile, well-respected companies—potentially even more advantageous than the academic qualifications on offer.

Degree Apprenticeships have been embraced by prominent employers in various industries such as aerospace engineering, laboratory and nuclear science, public relations, law and the digital sector.



Qualifications & training

Degree apprentices work towards a full bachelor's or master's degree—at Levels 6 and 7—but also engage in work-based learning and training, as with other apprenticeship levels.



Typical entry requirements

Degree Apprenticeship applicants have the same (if not higher) standards to meet as university applicants. Depending on the apprenticeship, a certain number of UCAS points, often in specific A-levels, will be required, or certain standards must have been achieved on other apprenticeships in a relevant job.



Potential career progression

Those completing Degree Apprenticeships are especially employable as each programme has been designed with the industry's needs in mind. Groups of businesses, universities and colleges develop bespoke degree courses that allow students to build up skills and experience relevant to that particular industry, making them very employable in the future. Degree apprentices will often be offered a job with their employer at the end of the programme, but if they decide to move on they will have a very attractive set of skills and qualifications with which to progress in their chosen industry.



Pay

The Apprentice National Minimum Wage is £4.81 an hour from April 2022, but many employers pay their apprentices more than that. The Apprentice National Minimum Wage applies to all 16–18-year-old apprentices and those aged 19 and over in the first year of their apprenticeship; after the first year of the apprenticeship, people who are aged 19 or over must be paid the full National Minimum Wage for their age group.

LEGAL

APPRENTICESHIPS

Supported by:

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Law

You might not be aware that one of the most of the traditionally academic industries—the law industry—can be accessed via apprenticeships. Here we take a look at the programmes you could do to launch your legal career, all the while avoiding student debt.

Paralegal Advanced Apprenticeship

Level 3 | Two years

Apprentices on these programmes will gain qualifications that meet all the industry requirements for becoming a paralegal; they may also gain others depending on the specific programme. All those completing a paralegal executive apprenticeship will, however, gain the CILEx Level 3 Diploma in Providing Legal Services.

Completing a paralegal executive apprenticeship should also provide a gateway to other legal apprenticeships: they are included in the entry requirements for the solicitor apprenticeship standard and the legal executive standard, so can also lead to many other great qualifications and great jobs.



Entry requirements:

The entry requirements for a paralegal executive apprenticeship will vary from employer to employer, and individual employers will identify any relevant entry requirements in terms of previous qualifications or other criteria.

However, the usual entry requirements for a paralegal executive apprenticeship are GCSE maths and English at grade 9–4 and two A-levels (or equivalent) at a minimum of grade C.

Legal executive Higher Apprenticeship,

Level 6 | Five years

This apprenticeship course develops onwards from the paralegal apprenticeship, solidifying legal skills among the candidates in order to allow them to progress their careers. They will learn how to negotiate on behalf of clients, and also how to represent them in both formal and informal proceedings.

Apprentices on a chartered legal executive programme will work towards current Chartered Institute

of Legal Executives (CILEx) qualifications, although those holding certain qualifications, such as a law degree, may be eligible for exemptions. These are the CILEx Level 3 Professional Diploma in Law and Practice, and the CILEx Level 6 Professional Higher Diploma in Law and Practice.



Entry requirements:

Anyone embarking on the legal executive apprenticeship must be in a role that meets CILEx requirements for qualifying employment during the final years of their apprenticeship. All candidates, whatever their starting point, must have Maths and English GCSE grades 9–4.

Most school leavers don't immediately start on the Chartered Legal Executive apprenticeship for their first role in a legal organisation. Instead, it's recommended that they start on the paralegal apprenticeship and move onto this programme afterwards.

Solicitor Degree Apprenticeship,

Level 7 | Five/six years

These programmes comprise blended learning and tuition in order to give the apprentices the skills they need to become the solicitors of tomorrow.

Apprentices will learn all about the fundamentals of law and legal practice, gaining the knowledge equivalent to that of completing a law degree, LPC and training contract.



Entry requirements:

Usually the minimum entry requirements will be five GCSEs, including mathematics and English at grade 9–4, and three A-levels (or equivalent), at a minimum of grade C.