



Solihull College  
& University Centre

Stratford-upon-Avon  
College



# APPRENTICESHIP INFORMATION GUIDE



Apprenticeships

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Provider

# WHAT IS AN APPRENTICESHIP?

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In the UK, the first apprenticeships began in the Middle Ages and remain an effective way for those aged 16+ to access the industry of their choice and now there is no upper age limit. Further to this, an apprenticeship provides you with the opportunity to earn whilst you learn and continue your studies up to level 7, which is the equivalent of a master's degree!

You will be employed by a business and receive college tuition, allowing you the opportunity to put the skills you are being taught into practice; this will help you to become competent and succeed in your job, as well as develop your career. You will also have a mentor to support you at work and an Apprenticeship Coordinator from the college, who will guide you towards completing your qualification.

"Teachers, assessors and workplace supervisors are enthusiastic, experienced practitioners with good occupational knowledge, that they use well when teaching and coaching apprentices".

**Ofsted**

"Employers move apprentices onto more complex work as soon as they are ready and speak highly of the contribution apprentices make to their businesses".

**Ofsted**

# BENEFITS OF APPRENTICESHIPS

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## What are the benefits for Apprentices?

- You will receive sponsorship from your employer, so no student loan = no fees!
- Be paid a minimum apprenticeship rate per hour, although employers may choose to pay more; the latest rates are available at: <https://www.gov.uk/apprenticeships-guide>
- Obtain an annual paid holiday entitlement of at least 20 days, plus bank holidays.
- Learn from industry professionals at a pace suited to you, with one-to-one support.
- Achieve nationally recognised certifications and become an asset for years to come.
- Possess great long-term earning potential, gaining a salary rise upon completion.
- Make friends and network with fellow apprentices in similar roles.

## What are the benefits for Employers?

- Cost-effective advancement up to degree / level 7 for both new and progressing employees.
- Over 2,600 employers have been designing new apprenticeships for national skills needs.
- Investment in the in-house training of employees improves loyalty, retention and culture.
- Referring apprenticeship vacancies to us is free, thereby reducing your recruitment costs.
- Work placements and apprenticeships raise your business profile and create future talent pools.
- You can effectively plan succession with new apprentices and grow your own workforce.
- Apprenticeship programmes promote professionalism, competence and productivity.



# HOW DO APPRENTICESHIPS COMPARE TO OTHER EDUCATIONAL LEVELS?

Once you have completed your GCSEs, you can progress onto a variety of qualification pathways. Use the table below to see how apprenticeships compare with other traditional routes of study...

Apprenticeship Programme	Level	Equivalent Education Level
	1	
Intermediate	2	x 5 GCSEs (Grade 9/A* to 4/C) or Level 2 BTEC First / NVQ
Advanced	3	x 2 A-Level Passes / Level 3 BTEC Diploma / NVQ / Award / Certificate / Access to HE Diploma
Higher	4/5	HNC / HND / Foundation Degree
Degree	6/7	Bachelor's / Master's Degree



# WHAT ARE THE ENTRY REQUIREMENTS?

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Each apprenticeship level has different entry requirements, which may depend upon the skills and qualifications you hold; however, it may also depend upon the employer’s job description and person specification. Please use the table below as a general guide...

Apprenticeship Programme	Level	Entry Requirements
Intermediate	1	
	2	<ul style="list-style-type: none"><li>• x 2 GCSEs at grade 3/D or above, including maths &amp; English, as well as IT for some programmes.</li><li>• You will need to be at least 16 years of age.</li><li>• You will need to be employed for at least 30 hours per week.</li></ul>
Advanced	3	<ul style="list-style-type: none"><li>• x 5 GCSEs at grade 4/C or above, including maths &amp; English, as well as IT for some programmes.</li><li>• A previous level 2 qualification in your chosen subject may be required.</li><li>• You will need to be at least 16 years of age.</li><li>• You will need to be employed for a minimum of 30 hours per week.</li></ul>
Higher	4/5	<ul style="list-style-type: none"><li>• x 5 GCSEs at grade 4/C or above, including maths &amp; English, as well as IT for some programmes.</li><li>• Possess a previous level 3/4 qualification in your chosen subject.</li><li>• You will need to be employed for a minimum of 30 hours per week.</li></ul>
Degree	6/7	<ul style="list-style-type: none"><li>• x 5 GCSEs at grade 4/C or above including maths &amp; English, as well as IT for some programmes.</li><li>• Possess a previous level 4/5 qualification in your chosen subject.</li><li>• You will need to be employed for a minimum of 30 hours per week.</li></ul>

Please note that you must also have lived within the European Economic Area (EEA) for at least three years and have the right to work in England, prior to starting an apprenticeship.

# WHAT APPRENTICESHIPS ARE ON OFFER?

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Throughout Solihull College & University Centre and Stratford-upon-Avon College, we offer more than 50 programmes, thereby enabling you to choose from a wide variety of sectors and providing you with endless career opportunities...

- ■ ■ Accounting
- ■ ■ Animal Care
- ■ ■ Business Administration & Law
- ■ ■ Built Environment
- ■ ■ Construction
- ■ ■ Creative Design & Media
- ■ ■ Customer Service
- ■ ■ Education & Teacher Training
- ■ ■ Engineering & Manufacturing
- ■ ■ Hairdressing & Barbering
- ■ ■ Hospitality & Catering
- ■ ■ Human Resources
- ■ ■ ICT & Software Development
- ■ ■ Leadership & Management
- ■ ■ Motor Vehicle
- ■ ■ Procurement & Supply
- ■ ■ Science
- ■ ■ Sports Coaching

## Location/Campus Key:

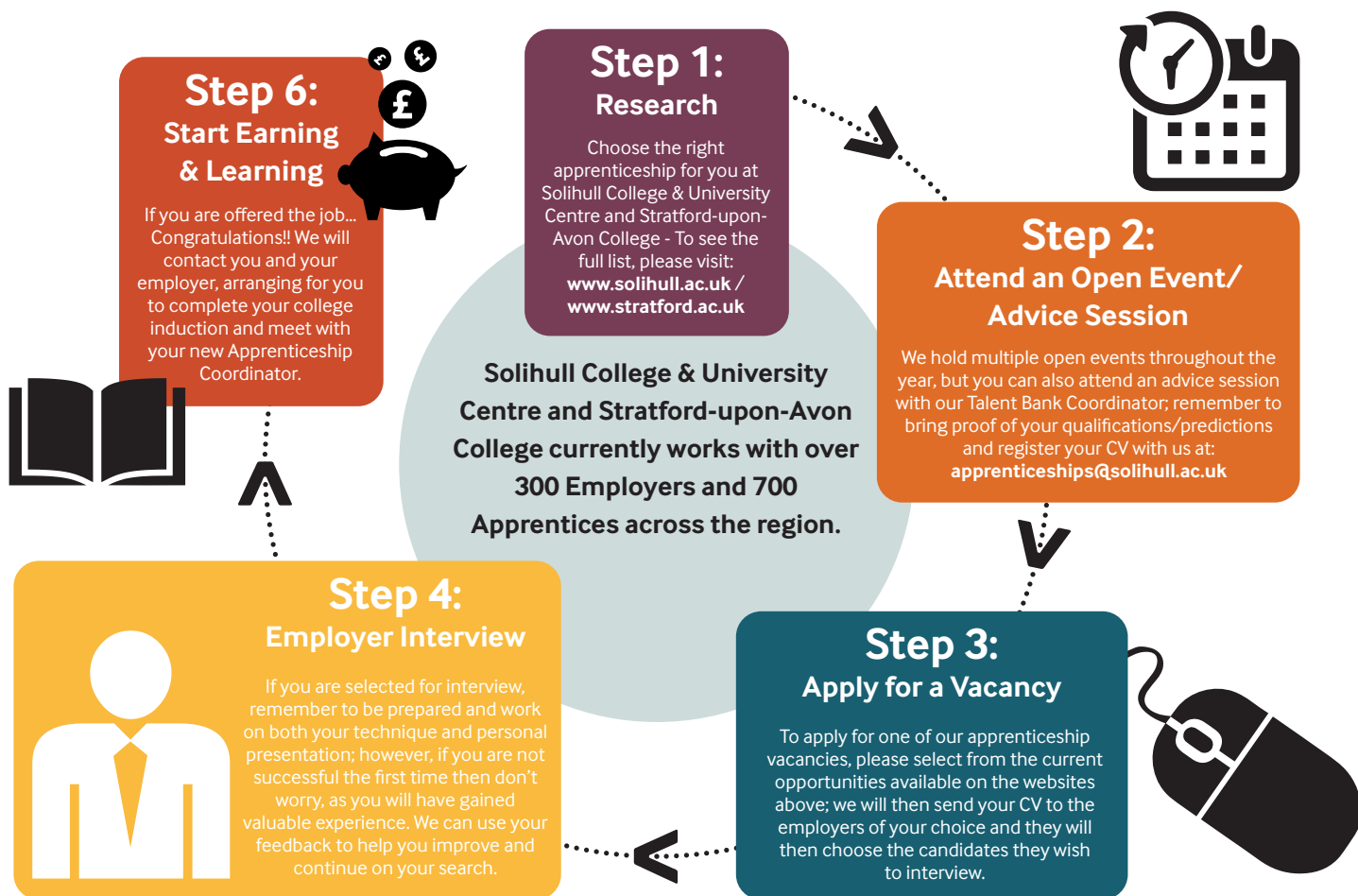


# HOW CAN YOU START?

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If you already have an employer, or are an employer with a potential apprentice, please contact our dedicated Employer Services Team on 0121 678 7181 and discuss your options for an apprenticeship start.

If you want to be an apprentice and do not yet have an employer, please follow the simple steps below...



# TESTIMONIALS

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## **Anne-Marie Nolan, BEng Hons Mechanical Engineering Design Apprentice, Parker Hannifin**

After five successful years working within the Oil & Gas industry, I was headhunted by a representative from Parker Hannifin's Engineered Materials Group. Upon receiving the offer to progress through a full degree via the apprenticeship route, I was nervous about returning to maths, but felt determined about a career in a STEM subject. Thanks to the support from Parker Hannifin and my tutors at Solihull College & University Centre, I have continued to build my confidence and now specialise as an Account Manager for the Fluid Power and Life Science markets.

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## **Angela Walsh, Apprentice Coordinator, The NEC Group**

At the NEC Group we are passionate about the development of individuals, so as well as a full internal learning and development program, we offer a range of apprenticeship opportunities. We currently have over 40 apprentices and plan to grow these numbers over the next few years. We work closely across a range of vocational areas and currently have a number of apprentices being supported by the College. We have built a great working relationship. All of our apprentices have different requirements and the College supports this by offering different learning solutions, to meet individual needs.

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## **Michael Wilkinson, Level 3 Chef de Partie Apprentice, The Churchill Arms in Paxford**

After completing a degree at university, I realised that the professions associated with my course were no longer for me. I developed an interest in professional cookery and was given the opportunity to begin a new career with The Churchill Arms, whilst studying at Stratford-upon-Avon College. Having started in the pastry and cold starters section, making breads and desserts, I have now progressed onto meat and fish and taken on additional responsibilities. My new duties include ordering food, maintaining kitchen records and leading junior apprentices. I have also been involved in menu planning, catered for weddings and parties and helped prepare the restaurant for prestigious events, such as Tom Kerridge's 'Pub in the Park'.

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### **Deborah Pendleton, Training and Development Officer, The Royal Shakespeare Company**

The Royal Shakespeare Company is delighted to have Stratford-upon-Avon College as our apprenticeship training provider. The RSC is a major British theatre company, employing over 1,000 staff. We produce around 20 productions a year in Stratford, London and on tour across the UK and internationally, performing the plays of Shakespeare and his contemporaries, as well as new works by living writers. The College has been very supportive and has flexed their apprenticeship offering to accommodate our needs. Our apprentices have greatly benefited from the College's training, improving their knowledge and skills and enabling them to become fully functioning team members. I am sure this, together with the practical experience they gain with us at the RSC, will greatly increase their career opportunities.

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### **Ajay Honap, Level 3 Assistant Accountant Apprentice, National Express**

Upon completing sixth form, I decided to seek an apprenticeship that would allow me to attend the classroom on a day-release basis. I met with the Talent Bank Coordinator at Solihull College & University Centre for information, advice and guidance, later discussing opportunities with my family and securing a position with National Express. As I continue to work through the different functions of the department: credit control, accounts payable and cash & banking, I develop my abilities in time management, problem solving and ethical practice. Both National Express and the College have helped with my career direction and future progression.

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### **Lizz Madden, Motor Vehicle Assessor, Solihull College & University Centre**

I have been an Assessor since 2018, after studying motor vehicle at Solihull College & University Centre and then a motorsport technology degree at university. I've enjoyed my role as an Assessor, it is a rewarding position to hold. I wanted to remain in the motor vehicle industry and try to instil the same passion into the apprentices, that I have for my subject. I have been working with cars since I was 12-years-old and believe that the knowledge gained from industry experience is essential. Enthusiasm can be lost without the right support, so it is important to harness it in future generations.

# WHAT ARE THE COSTS TO THE EMPLOYER?

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The government has set funding bands into which each apprenticeship programme falls and how much you will be required to pay will depend upon the size of your business.

If your annual PAYE exceeds £3million, you will be a national apprenticeship levy payer, where you can claim back your levy funds to cover the cost of apprenticeship training.

If your annual PAYE is less than £3million, you will pay a small 5% contribution (co-investment) for your trainee apprentices and the government will fund the remaining 95%.

## Are there any funding incentives for Employers?

The employer co-investment contribution above will be waived for small employers (under 50 staff) training young apprentices (aged 16 to 18).

There is a £1,000 incentive for each 16 to 18-year-old recruited, or for 19-24-year-old apprentices with a care plan; this is paid directly to the employer in 2 instalments (at 3 and 12 months after the start date).

CITB grants are available for employers registered as a construction company, training an apprentice on a construction programme; Solihull College & University Centre and Stratford-upon-Avon College can assist you with the application.

Funded support for transferable skills in maths, English and ICT can also be included within the apprenticeship programme.

**Our Employer Services Team can advise on all costs and incentives specific to your business; further to this, we can provide you with a broad and free training needs analysis, to help future-proof your company and meet your skills requirements.**



# MORE ABOUT US...

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- An Ofsted Grade 2 'Good' Training Provider with achievement rates higher than national benchmarks.
- £39million worth of investment in the last 10 years, with a further £11.75million planned.
- 1 of 12 Training Providers selected to become a UK Institute of Technology.
- 3 specialist campuses and a conference centre, all within walking distance of main transport links.
- State-of-the-art facilities and equipment from driverless vehicles to robotics & virtual reality.
- Dedicated teams for careers advice, work placements, apprenticeships & professional courses.
- Highly qualified staff with a wealth of industry experience and contemporary knowledge.
- Additional learning support for assistance with work-based advice & pastoral care.
- College-organised employer events and recruitment days.



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