

## **Apprenticeship Questions and Answers**

Please find below some useful answers to popular questions that apprentices often ask:

**Q. What apprenticeships are available to me?**

A. *Apprenticeships are linked to your current job role and support your development to further your career.*

**Q. Is there an age limit to start an apprenticeship?**

A. *There is no age limit to complete an apprenticeship, from the ages of 16 to over 60.*

**Q. What qualifications do I need to have to be able to complete an apprenticeship?**

A. *There are no required qualifications to start an apprenticeship, however you will need to gain English, Maths and possibly ICT as part of the apprenticeship if you do not have existing qualifications. These are completed as part of your apprenticeship at no extra cost to you.*

**Q. Can I still complete an apprenticeship if I have a degree?**

A. *Yes, you just have to show that the training is developing skills that you have not already learned at University.*

**Q. Can you complete a second apprenticeship if I have already completed one?**

A. *Yes, an apprenticeship is the first step in your development and you can progress onto a higher level apprenticeship once you have fully completed a previous apprenticeship.*

**Q. What is the benefit to me of completing an apprenticeship if I am already working?**

A. *Existing employees can complete an apprenticeship to gain qualifications. Apprenticeships develop the knowledge, skills and behaviours needed in the workplace to ensure you develop to your potential.*

**Q. How long does an apprenticeship take to complete?**

A. *The duration of apprentices vary according to the level of the apprenticeship from 15 months to 24 months. Some apprentices may need to have a longer programme to meet their specific needs.*

**Q. What happens if I fail an apprenticeship?**

A. *Existing apprenticeship frameworks are assessed on an ongoing basis, if there are gaps in the knowledge, skills or behaviours the assessor would work to develop the required skills before the qualifications could be achieved. You will have regular meetings with your training provider who will support your development and to determine whether you are ready for you End Point Assessment (EPA). The EPA is completed to assess the knowledge, skills and behaviours that you have learnt throughout the apprenticeship. You will practice parts of the EPA assessment throughout the apprenticeship and you will only take the final assessment when you feel ready. The content of the EPA will vary, depending on the course you are completing.*

**Q Can I restart the same apprenticeship if I had to give this up previously?**

*A. You can start an apprenticeship if you have previously completed some work towards it. Your assessor and training provider would need to look into whether any individual units have been claimed and if the previous work was still relevant. If your previous apprenticeship has been superseded by a new Standard you may find that the work could not be used.*

**Q. How much study time will I need to commit to the apprenticeship?**

*A. You will need to do some work to ensure that you have gained the knowledge aspect of your apprenticeship. Your employer will allocate 20% of your contracted hours for you to work on your apprenticeship.*

**Q. Do I have to go to college once a week?**

*A. The apprenticeship is a work-based qualification, which means that all of the training and assessment for the apprenticeship will be completed in the workplace. You will need to build a portfolio of evidence, your assessor will observe you in the workplace and guide you on which pieces of work-based evidence are suitable for your portfolio. Across the length of an apprenticeship you will be visited by an assessor on a monthly basis.*