

Why employ an apprentice?

 Ofsted
Good
Provider

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MARINE
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THE CORNWALL COLLEGE GROUP



 Apprenticeships



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information**

An apprentice will provide you with an extra pair of hands, they bring fresh new ideas whilst developing specific skills for your business.

How much will it cost me to take on an apprentice?

You will need to pay your apprentice the minimum wage depending on their age.

How many hours do they work?

An apprentice must work for a minimum of 30 hours per week, including any off-the-job training they do, and not more than 40 hours per week.

How old does an apprentice need to be?

An apprentice should be 16 years old or older (there is no upper age limit); they can be a new or current employee.

Is there funding available?

- Yes, for a small employer (fewer than 50 employees) employing a 16-18 year old apprentice, will be fully funded.
- A medium employer (more than 50 employees) employing a 16-18 year old apprentice, will be 95% funded.
- A small or medium sized employer, employing a 19+ year old apprentice, will be 95% funded.



Registering on the Digital Account Services (DAS)

Levy paying employers will pay 100% from their digital account towards the course fees. They will also be eligible for the £1,000 incentive for apprentices aged 16-18.

Levy paying employers (salary bill over £3 million per annum). If you meet this criteria when employing an apprentice, you will pay 100% from your digital account and qualify for both the grant and incentive mentioned above.

What is off-the-job training?

20% of the apprenticeship is reserved for off-the-job-training. This allows the apprentice the opportunity during the working day to develop knowledge, skills and behaviours outside of the usual duties within their role.

What time of the year can I start ?

Intake times can vary sector to sector.



How long does an apprenticeship last?

Generally, between one and four years to complete, depending on prior skill levels, experience and type of apprenticeship being obtained. We go up to level 7.

What do I need to do?

Employers are now required to create a Digital Account via GOV.UK in order to employ an apprentice. We can help you with this.

Incentives

A £1,000 government incentive is available to businesses that employ an apprentice aged 16-18. This is subject to change. Additional funding may be available subject to criteria.

Contact us on **0330 123 4785** or email apprenticeships@cornwall.ac.uk



Recruitment service

Our Apprenticeship Recruitment Team will work with you to find the right apprentice for your business. This service is provided free of charge, saving you on average £750 per apprentice on recruitment costs and includes:

- help writing the job description
- advertising the job vacancy via the Find an apprenticeship
- promoting your vacancy
- shortlisting to match your criteria and arrange interview dates
- supporting you when interviewing candidates offering advice on selection
- ongoing apprentice support.

“ I enjoy being in the electrical workshop when we are wiring up circuits or we are doing lighting, it's quite thrilling. If you are thinking of going for an apprenticeship, I would really recommend it. Not only do you learn whilst getting paid, you are also learning about the industry first-hand. ”

Isabelle Froid

BD Plymouth Apprentice

Level 3 Engineering Technician Studies Apprenticeship
The Plymouth Engineering Skills Centre

Contact us on 0330 123 4785 or email apprenticeships@cornwall.ac.uk — 6



What levels of apprenticeships are available?
We offer apprenticeships at Level 2, Level 3 (A-level equivalent) and some at Levels 4, 5, 6 & 7 (degree-level equivalent).

What are my next steps?
Check out our full list of apprenticeships and vacancies at: cornwall.ac.uk/apprenticeships

Contact our apprenticeship recruitment team on: 0330 123 4785 apprenticeships@cornwall.ac.uk

Apply directly at findapprenticeship.service.gov.uk

Contact us on 0330 123 4785 or email apprenticeships@cornwall.ac.uk — 5





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What time of year can I start?

Intake times can vary sector to sector. You can start at any time of the year depending on the availability of a position and course start dates.

Can I do an apprenticeship with my current employer?

Yes, if your employer agrees, you can become an apprentice where you work now, which is subject to learning new knowledge, skills and behaviours.

4 — Contact us on 0330 123 4785 or email apprenticeships@cornwall.ac.uk

Start your career now with an apprenticeship

Scan the
code to find an
apprenticeship



What is an apprenticeship?

An apprenticeship offers you work-based training with an employer combined with study at college usually one day per week, meaning you can earn while you learn, even up to degree-level.

Do I get paid?

Yes, salaries range from the minimum £5.28 per hour upwards.

The same applies if you're 19 and above, and in the first year of your apprenticeship, after that you are entitled to the National Minimum Wage.

Do I need to pay anything to become an apprentice?

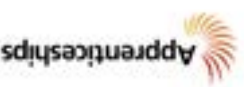
No, while you are on an apprenticeship your employer pays you a salary and supports you while you undertake your training.

How many hours per week do I have to work?

A minimum working week of 30 hours, and maximum of 40 hours if aged 16 & 17 years old, which includes your time spent at college.

Is there an age limit for an apprenticeship?

No, there is no upper age limit and to start an apprenticeship you need to be at least 16.



Why do an apprenticeship?



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