



University for the Common Good

Degree Apprenticeships at GCU London

Frequently asked questions from employers

Qualifications and recruitment

Q. What qualifications does the apprentice achieve?

A. The Degree Apprenticeship qualifications offered by Glasgow Caledonian University London (GCU London) are BA (Hons) or BSc (Hons) or BEng (Hons), MSc or MBA - the same as a student would receive after a conventional programme.

Q. Would the apprentice be an employee or a student?

A. The apprentice will be an employee, spending most of their time working with you, the employer.

Q. Do I advertise for a Degree Apprentice?

- A.** It depends:
- **No** - if you currently have an individual within the workplace, who you consider would be suited to the programme.
 - **Yes** - You can also discuss how to place an advertisement and register a successful candidate by contacting GCU's Business Development Officer apprenticeships@gcu.ac.uk

Duration and planning

Q. How much time do apprentices spend in university?

A. There are three terms every academic year and each term is usually between 12-15 weeks long. Apprentices will either spend one whole week per term or a series of 'block study' throughout the programme.

Q. How do I ensure the university programme is relevant for the apprentice's work and my business?

A. The work the apprentice carries out in their employment can count towards their qualification in some instances. All university assignments are co-created with employers to ensure relevance to the job the apprentices are doing.

Q. How long will it take for an apprentice to complete a Degree Apprenticeship?

A. A Graduate Apprenticeship at honours level takes four years to complete. However, GCU can recognise and assess higher education and work experience which can accelerate learning.

Q. When would the apprentice start the course?

A. A Degree Apprenticeship at honours level takes a maximum of three years to complete. However, GCU can recognise and assess higher education and work experience which can accelerate learning.

Q. When would the apprentice start the course?

A. Our Degree Apprenticeship programmes can start at various times. Once a place is accepted, apprentices and employers are given a full timetable for their programme and can plan accordingly. Contact us to find out about duration and planning for specific Degree Apprenticeship programmes at apprenticeships@gcu.ac.uk.

Eligibility

Q. Are there age restrictions on who can apply to become a Degree Apprentice?

A. To apply to become a Degree Apprentice, the apprentice must be a minimum of 16 years of age. There is no maximum age set to become a Degree Apprentice.

Q. Can an existing employee become a Degree Apprentice?

A. Yes

Q. If the apprentice has an existing qualification at the same or a higher level in a different subject, are they still eligible for funding?

A. Yes. If the apprentice has already completed a degree in another discipline, they can still apply for a Degree Apprenticeship.

If their qualification is within a different area, they can start from the beginning, provided there is no repeat learning. We can establish this prior to the apprentice applying for the course.

Q. Does the apprentice have to be resident and working in England to apply for a Degree Apprenticeship?

A. Yes. They must be resident in England before they start a Degree Apprenticeship. In addition to this, the place of employment [working premises] must also be located in England.

We also run Graduate Apprenticeships in Scotland for apprentices living and working in Scotland.

Contact apprenticeships@gcu.ac.uk to find out about eligibility for specific Degree Apprenticeship programmes.

Entry requirements

Q. What qualifications does the individual require to apply for entry to a Degree Apprenticeship?

- A.** This varies dependant on the specific Degree Apprenticeship Programme:
- **Existing employees:** Any previous industry experience the apprentice has can be taken into consideration alongside any formal qualifications they hold.
 - **School leavers:** The required qualifications are equivalent for entry to a similar course through a conventional university degree.

Q. Can the apprentice do only part of the Degree Apprenticeship?

A. Some Degree Apprenticeships have flexible entry points.

Q. What if the proposed apprentice does not have the qualifications required for the Degree Apprenticeship we're interested in?

A. We can assess work-based experience as an equivalent to a qualification through our Recognition of Prior Learning (RPL) process. Where relevant, we can recommend any additional pre-entry assessment to qualify for entry.

Contact apprenticeships@gcu.ac.uk to find out about entry requirements for specific Degree Apprenticeship programmes.

Funding

Q. Do I pay for the Degree Apprenticeship?

A. It depends:

- No – you do not have to pay if your organisation is an apprenticeship levy payer who has not spent all of your levy pot.
- Yes – if you are a levy payer who has spent all of your levy pot, you will pay 10% of the overall cost.
- Yes – if you are a non-levied organisation, you will have to pay 10% of the overall cost.

Any additional costs in relation to books, materials and travel should be discussed / negotiated between you and the apprentice.

Contact apprenticeships@gcu.ac.uk to find out about funding for specific Degree Apprenticeship programmes.

Q. Are there other funding options to me or the Graduate Apprentice?

A. As a Graduate Apprentice is a paid employee of your organisation, you would not be entitled to any SAAS funding for the course.

Contracts

Q. Do I have to sign a contract?

A. Yes. GCU will issue a provision of service contract which outlines your responsibilities to the apprentice and to GCU for the duration of the programme

Q. Does the apprentice have to sign a contract?

A. Yes. GCU will issue a learning contract outlining the apprentice's responsibilities to the programme and to the University for the duration of the programme.

Q. What else do employers need to do?

A. Employers must allocate a mentor to support and advise the apprentice throughout the programme. This role will be clearly defined in the contract and Employer Mentors will be invited to some programme sessions.

Contact apprenticeships@gcu.ac.uk to find out about contract requirements for Degree Apprenticeship programmes.

Degree Apprenticeship Programmes

- BA (Hons) Business Management with CMI accreditation. Start date October 2018
- Advanced Professional Practice MBA with CMI accreditation. Start date October 2018
- BSc (Hons) Chartered Surveyor (Quantity) with RICS accreditation. Start date January 2019

Contact apprenticeships@gcu.ac.uk to find out about these and other bespoke Degree Apprenticeship programmes.

Contacts

- Please contact our team at apprenticeships@gcu.ac.uk with any further enquiries.
- To discuss how GCU London can be your strategic partner in delivering work-based education and Degree Apprenticeships please contact: **Claire Young**, Head of Business and Partnerships: claire.young@gcu.ac.uk or **0141 331 3140**.