



COLLABORATE TO GROW

**DEGREE
APPRENTICESHIPS
EMPLOYER GUIDE**



WARWICK
THE UNIVERSITY OF WARWICK

The collaborative solution to develop talent in your organisation

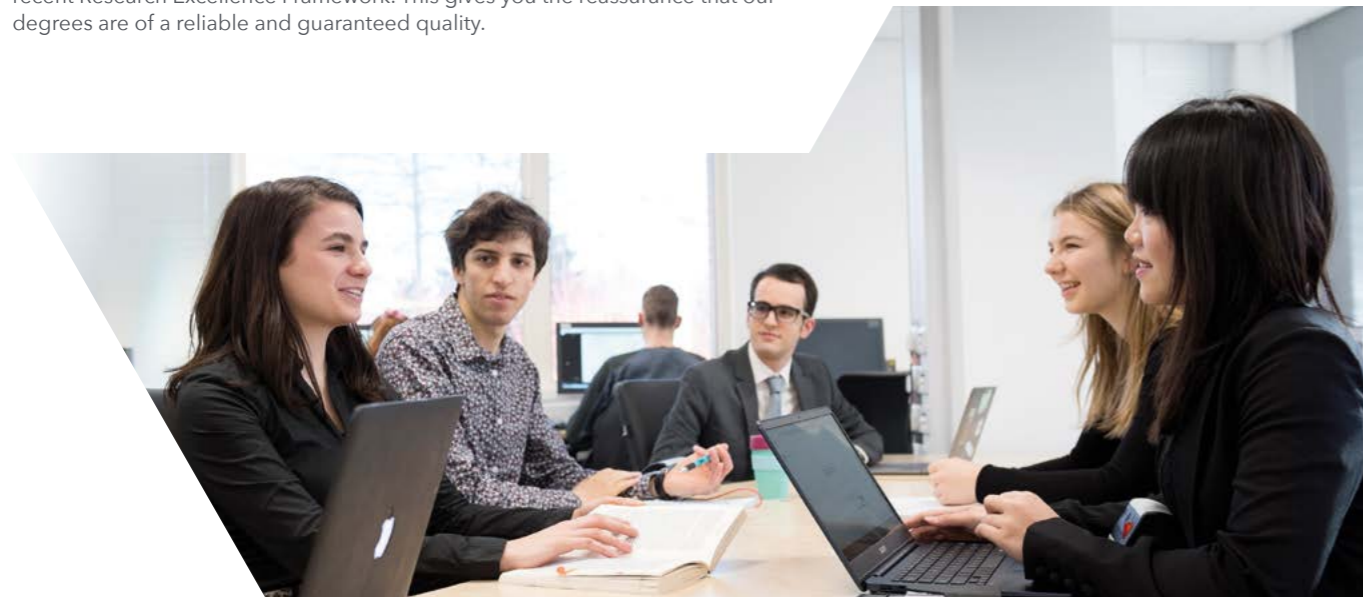
Warwick is one of the UK's leading universities, with an acknowledged reputation for excellence in research and teaching, for innovation and for links with business and industry.

We've been at the forefront of university-business collaboration for the entirety of our 50+ years and are now channelling this expertise into championing Degree Apprenticeships, to attract and retain talent and skills for both regional and national employers.

As the highest-ranking university in the Midlands Engine region, we are consistently in the top ten in national league tables and ranked 7th in the most recent Research Excellence Framework. This gives you the reassurance that our degrees are of a reliable and guaranteed quality.

"One of the biggest benefits of doing the Degree Apprenticeship at the University of Warwick is that it's a Russell Group university. It's internationally known and if you go anywhere with a degree from this University, everyone is going to realise how prestigious it actually is."

Shai
WMG Degree Apprentice



Why Degree Apprenticeships?

Degree Apprenticeships combine the best aspects of higher education and vocational training, providing a compelling incentive for you to maximise the return on your levy investment.

The programmes are co-designed by employers and higher education institutions, meaning apprentices will graduate with the right mix of academic knowledge and practical skills to thrive in the workplace. They are an important driver for social mobility, offering an alternative route into degree level study.

Degree Apprenticeships provide you with the opportunity to input into the design of the degree, enabling you to address current skills requirements and plan for the future. They are designed to help attract new talent into your organisation and are an effective means of upskilling existing staff, providing genuine opportunities for career progression.

Apprenticeships are proven to increase productivity, improve service delivery and have a positive impact on staff loyalty.

Apprentice retention rates can be up to

80%

UCAS 2016

97%

of apprentices said their ability to do their job had improved

GOV.UK 2017

KEY BENEFITS

Employers

- ▶ Address your skills gaps
- ▶ Attract new talent
- ▶ Upskill your workforce
- ▶ Maximise return on your levy investment
- ▶ Increase productivity
- ▶ Improve staff retention

Apprentices

- ▶ Achieve a full bachelor's or master's degree
- ▶ Gain both theoretical knowledge and practical skills
- ▶ Earn while they learn
- ▶ No tuition fee debt

Our programmes

We already run successful Degree Apprenticeship programmes and have more in development. We're working in consultation with employers and academic departments across the University to develop a range of programmes for different industry sectors.

If you choose a course that's already in place, you can be assured that the academic content has been developed in collaboration with employers to meet the needs of the industry both now and for the future. If you partner with us to develop a new programme, you'll be able to input into the module content, course structure and delivery to shape a Degree Apprenticeship to meet your specific requirements.

Your apprentices will first and foremost be a full-time employee, gaining skills on the job through an integrated, work-based programme of learning for around 80% of their time. For the other 20%, they'll be studying off-the-job, taught through a mix of face-to-face learning, interactive online learning, work-based projects and independent study. This learning will be applied to their job role throughout the duration of the apprenticeship.

Studying at Warwick gives your apprentices access to state-of-the-art facilities and our campus community brings together staff and students from all over the world including many academics who are regarded as the very best in their field. Warwick is renowned for producing graduates with the skills, motivation and potential to succeed in the global workplace.

FUNCTIONAL SKILLS

If your apprentice does not meet the required standard in Level 2 (GCSE or equivalent) English and Mathematics, we can support them in achieving this alongside their Degree Apprenticeship.

Current Undergraduate Programmes

- ▶ Applied Engineering BEng
- ▶ Civil and Infrastructure Engineering BEng
- ▶ Computer Science & Technology Solutions (Data Analysis) BSc
- ▶ Digital Healthcare Science BSc
- ▶ Digital Technology Solutions (Data Analyst) BSc
- ▶ Digital Technology Solutions (Network Engineer) BSc
- ▶ Digital Technology Solutions (Software Engineer) BSc
- ▶ Engineering (with Dyson) BEng
- ▶ Social Work BA

Current Postgraduate Programmes

- ▶ Advanced Clinical Practitioner MSc
- ▶ Advanced Clinical Practitioner (Critical Care) MSc
- ▶ Engineering Business Management PGDip
- ▶ Healthcare Operational Management MSc
- ▶ Managing Technology Based Industries (Senior Leadership) MSc
- ▶ Supply Chain & Logistics Management (Senior Leadership) MSc
- ▶ Systems Engineering Technical Leadership MSc

If the apprenticeship you are interested in is not listed, please get in touch to find out more about our latest developments at apprenticeships@warwick.ac.uk.



Key terms

Degree Apprenticeship:

A Degree Apprenticeship is a job with training, developed to meet the requirements set out in the appropriate 'Apprenticeship Standard'.

Apprenticeship Standard:

The standard sets out; what apprentices will learn, the required outcomes in terms of knowledge, skills and behaviours, baseline entry requirements, the assessment plan for the End Point Assessment (see below), the typical duration and the maximum amount of funding that can be drawn down from the levy to pay for the programme. Standards for each apprenticeship are developed by employers supported by University subject specialists and managed by the Institute for Apprenticeships and Technical Education.

Mode of Delivery:

We can deliver our courses in different ways including day release, where your apprentices attend university one day a week, or block release, where apprentices attend in one- or two-week blocks throughout the year. All courses include both face-to-face teaching and online learning.

On-the-job Learning:

As apprentices are in full-time employment, most of their training takes place in the workplace. The 80% of their time learning on the job covers the job specific tasks that the apprentice would complete during their regular working hours.

Off-the-job Training:

Off-the-job training is defined as learning undertaken outside of the normal working environment and leads towards the achievement of an apprenticeship. This can include training delivered at the apprentice's normal place of work but must not be delivered as part of their normal working duties. Off-the-job training must equate to a minimum of 20% of the apprentice's total working hours.

End Point Assessment:

All apprentices must sit an End Point Assessment (EPA) to complete their apprenticeship. The EPA is designed to test whether the apprentice has gained the required knowledge, skills and behaviours outlined in the Apprenticeship Standard to demonstrate occupational competency.

Apprenticeship Levy:

If your annual payroll is over £3m, you'll be paying the apprenticeship levy at a rate of 0.5% of your monthly PAYE, less a £15k allowance. This is held by the Government in a digital fund for you to use to pay for apprenticeship training. The Government adds 10% to each monthly payment - meaning you get back more than you put in.

Tripartite Review Meetings:

Face-to-face Tripartite Review Meetings must take place between the employer, University and the apprentice at least every three months. During the meeting we monitor and review your apprentices' progress and ensure they are receiving the right support from both you and the University.

MORE INFORMATION

You can request our Employer Fact Sheet by emailing apprenticeships@warwick.ac.uk. This outlines the key facts you need to know before embarking on this journey with us, including information on the apprenticeship levy, apprentice eligibility and your responsibilities as an employer.



Your apprenticeship journey

From your initial enquiry to the completion of the apprenticeship, our dedicated Degree Apprenticeships Team are here to support you throughout your journey.

We'll talk to you about your organisational needs, advise you in terms of eligibility criteria and guide you through each stage to ensure a seamless process.

Eligibility

To be able to offer an apprenticeship, the following rules apply:

<p>You must have a genuine job and be able to offer an employment contract long enough for the apprentice to successfully complete their apprenticeship</p>	<p>The job role must enable the apprentice to gain the knowledge, skills and behaviours set out in the Apprenticeship Standard</p>	<p>The apprentice must have appropriate support from within the organisation to carry out their job role</p>	<p>A minimum of 20% of the apprentice's time must be spent training off-the-job</p>	<p>The cost of an apprentice's wages must be met by you.</p>
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"WMG is the perfect partner to help develop our engineering community, and I am delighted that so many of our employees will be able to study for a degree at one of the UK's leading academic institutions."

Professor Sir Ralf Speth
Chief Executive Officer
Jaguar Land Rover

Key milestones on your Degree Apprenticeship journey



"Studying at Warwick I have found the lecturers are really helpful. They go out of their way to try and help you. As it's a distance learning course we really need that support and they're always there by telephone or email to help us get the best marks possible."

Alice
Degree Apprentice



FEEDBACK

Feedback will be collected, monitored and followed up at various points throughout the duration of the programme to ensure we're meeting both your needs and the needs of your apprentices. We'll also provide you with regular updates on your apprentices' progress.



UNLOCK YOUR TALENT

"Apprenticeships are a vital UK-wide vehicle for employer investment in their workforce, enabling employers to develop the skills and behaviours that they need, as well as offering opportunities for those already in work and those entering it for the first time."

HM Government Industrial
Strategy: Building a Britain Fit
for the Future

Start a conversation with our Degree Apprenticeships team:

apprenticeships@warwick.ac.uk
02476 150 633 / 02476 150 621 / 02476 150 175
The University of Warwick
Coventry
CV4 8UW

warwick.ac.uk/degreeapprenticeships

The information contained in this document was correct at the time of going to print.