

» About apprenticeships



An Apprentice is someone who is employed by a business and trained between the ages of 16-24. Apprentices earn a salary from day one and their training gives them the skills that employers want. Whatever your ambitions, an Apprenticeship offers you a fantastic head start in your working life and you'll make lots of friends along the way!

There are two types of apprenticeship:

- » Apprenticeship
- » Advanced Apprenticeship

Both types have the same structure. An Advanced Apprenticeship is just a bit more difficult to achieve. S&B Automotive Academy will help you make the right choice.

At S&B Automotive Academy, you can choose an Apprenticeship in a range of different disciplines, according to your interest:

- » **Auto Electrical**
- » **Heavy Vehicle** (LGVs, bus and coach, lift truck)
- » **Light Vehicle** (Cars and vans)
- » **Motorcycle**
- » **Paint and Body**
- » **Parts**

How can I find out more? » Call: 0117 953 3001 » Visit: www.sandbaa.com

Apprenticeship structure

Think of an Apprenticeship as a kit that you need to build. Apprentices must train for at least the minimum amount of Guided Learning Hours in order to collect credits that make up each of the elements, shown below. Training happens 'on the job' which means that you learn from a more experienced member of staff and 'off the job', which is carried out at S&B Automotive Academy.

Only when you have successfully gained evidence of all the required parts will you get your Apprenticeship certificate from The Institute of the Motor Industry, which is the Sector Skills Council for the automotive industry. This organisation is also the professional association for people who work in the UK motor trade and you would be invited to join on completion of your Apprenticeship. An Apprenticeship is completed usually in two years and an Advanced Apprenticeship takes three years.

Here are the five elements that make up an Apprenticeship:

Vocationally Competent Qualification (VCQ)

From 2011, the new VCQ makes up the 'on the job' part of the Apprenticeship. This proves you can do a range of practical tasks in the workplace to a national standard. For an Apprenticeship, you work towards a Level 2 VCQ. For an Advanced Apprenticeship, it's the Level 3.

This course is helping me with my working life and giving me more knowledge.

Lee, 2nd year apprentice

Entry requirements

Typical entry requirements are GCSE passes in English, Maths and ICT. Good academic qualifications are preferred but not essential. At S&B Automotive Academy we look for a strong motivation to learn and a passion for the automotive industry. All applicants for an Apprenticeship go through a fair selection process which includes a series of tests and interviews before being offered an interview with an employer.

Earn while you learn

The statutory **minimum** you can earn as an apprentice is set by the Skills Funding Agency. The amount can be confirmed by your S&B advisor and this goes up as you get more experienced. Fully qualified automotive technicians can earn as much as £35,000 per year, plus other benefits.



Doing an Apprenticeship gives you choices in your career. It may lead to a promotion and greater responsibility and is an excellent grounding if you plan to start your own business in a few years time. If you're the kind of person who is looking to learn a skill, then an Apprenticeship is ideal for you.

How do I apply?

You can apply for an Apprenticeship on our website www.sandbaa.com

Or you can telephone the Academy on **0117 9533001** to speak to one of our advisors in confidence.

At S&B Automotive Academy, we support our apprentices every step of the way. It's important to us that they get the highest level of training but also the best advice, guidance and support during their Apprenticeship.

This information is applicable to Apprenticeships in England only. For apprentices employed in Wales and Scotland, Foundation Modern Apprenticeships and Modern Apprenticeship frameworks apply respectively.

Vocationally Related Qualification (VRQ)

Known as a Technical Certificate, the VRQ is the theory element, showing that you have the knowledge and understanding, as well as practical skill. It forms part of your 'off the job' training which is done at S&B Automotive Academy. As well as doing some assignments, you must also pass some multiple-choice tests on the internet.

Apprenticeship = Certificate in Vehicle Maintenance and Repair (Level 2)

Advanced Apprenticeship = Diploma in Vehicle Maintenance and Repair (Level 3)

Functional Skills / Key Skills

Also part of your 'off the job' training, this is made up of three elements that you need to achieve:

- >> Maths
- >> English
- >> Information and Communication Technology

(Exemptions may apply to those who have already achieved equivalent Key Skills qualifications.)

Personal Learning and Thinking Skills (PLTS)

It's important that apprentices learn how to communicate effectively, work as part of team, solve problems and also learn from their mistakes. This element of the Apprenticeship includes instruction as well as practical scenarios.

Employment Rights and Responsibilities (ERR)

Once employed, every apprentice has to have a proper induction into the company, which must include an introduction to your rights and obligations as an employee. This module shows that you have understood the requirements.