

What are apprenticeships?



**Find out
more**



What do you want to do when you leave school?



Do you want to get a job?



Do you want to keep learning?



Do you want to do both?

What are apprenticeships?



An apprenticeship is when you work, and you also learn.



Apprentices are paid for the work that they do.



You will learn in 2 ways.

- Learning in the workplace.
- Learning with your training provider.*

*organisation that teaches apprentices

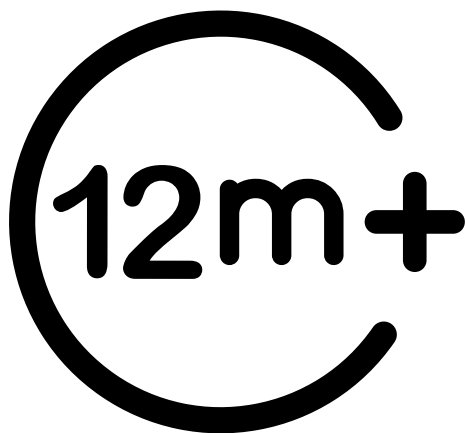
Who can be an apprentice?



You need to be at least 16 years old and living in England to be an apprentice.



You will have a job and will work for at least 16 hours per week.



All apprenticeships last for at least 12 months.

There are different kinds of apprenticeship job roles



Builder



Gardener



Shop assistant

There are different kinds of apprenticeship job roles



Data processor



Hairdresser



Childcare assistant



Can you think of any other apprenticeship job roles?

You can work in different places



Building site



Kitchen



Shop

You can work in different places



Office



Hospital



Outdoors



Can you think of anywhere else that an apprentice might work?

The range of apprenticeships



There are nearly 700 different types of apprenticeships linked to lots of different job roles.



There are different levels of apprenticeship. They are:

- Intermediate
- Advanced
- Higher
- Degree



Apprenticeships are created by the Institute for Apprenticeships and Technical Education.

www.instituteforapprenticeships.org/apprenticeship-standards/

How to find an apprenticeship



An apprenticeship is a real job.



You can use the internet to find apprenticeship job vacancies.



You will need to apply to the employer. This is usually online.

Apprenticeship applications



Most employers will use an application form.



Some employers might ask for a CV.



CV stands for Curriculum Vitae and it is a document that summarises your qualifications and experience.

The recruitment process



Jobs will have a date when you must apply by. This is called a 'closing date'.



There will possibly be other people that will also apply for the same vacancy.



The employer will consider who they want to take through to next stage. This is called 'shortlisting'.

Interviews and job offers



Once you have applied, you may be invited to an interview. This could be online, but is usually at the workplace.



An interview is a discussion with the employer. They will ask you questions and you can also ask them questions.



At the end of the recruitment process, if the employer selects you they will make you a job offer.

Top tips to remember



It might take a while to find the right apprenticeship job for you, and you might need to apply for lots of vacancies.



You can apply for more than one vacancy at a time.



If you need help, your school, college or the National Careers Service will be able to support you.

Useful websites



Find An Apprenticeship

A website that advertises apprenticeship job vacancies.

www.gov.uk/apply-apprenticeship



Amazing Apprenticeships

A website with free information and resources about apprenticeships.

www.Amazingapprenticeships.com



National Careers Service

A website that gives advice about jobs and careers.

<https://nationalcareers.service.gov.uk>

Apprenticeship words and phrases

Apprentice	Someone who is doing a job and also learning.
Apprenticeship standard	Document that explains what you will be learning.
Employer	The company you work for. They will pay your salary.
Line manager	The person who will set you work tasks and support you.
On-the-job	The learning you do while working at your job.
Off-the-job	The learning you do while you are working.
Salary	The money you are paid for working.
Training provider	Organisation that teaches apprentices.