ApprenticeshipsNI is a way for young people and adult learners to earn while they learn in a real job gaining real qualifications and a real future career. **An Apprentice MUST be Employed from day one for at least 21 hours a week, and paid for day release to college for all targeted qualifications, including essential skills.**

Apprentices must be aged 16 or above. There is no upper age limit, which means an apprenticeship can be started at any stage if the ApprenticeshipsNI Eligibility Criteria is met.

* Potential apprentices can be existing or new employees including graduates.
* **An existing employee must be in a new job that requires a substantial amount of learning and skills development**.
* A new employee in (or about to take up) **a permanent paid employment offer. An Apprentice or Higher Level Apprentice recruited to a job role within 6 months of the Directed Training commencing will be considered a new employee.**
* An Apprentice must be employed by a company that has a base in Northern Ireland and is registered as an employer with HMRC and be contracted to work a minimum of 21 hours per week with one employer. Self- employed Applicants cannot join the Apprenticeships or Higher-Level Apprenticeship programmes.
* Day release to College to undertake directed training must be paid as part of the apprentice’s contracted hours.
* An Apprentice must have the potential to successfully complete all the requirements of the Level 2 or Level 3 apprenticeship framework.
* An Apprentice must meet any health requirements (e.g. Colour Vision) specific to the occupation you select e.g. Electrical Installation.
* An Apprentice must have achieved any necessary entry academic qualifications (GCSEs and /or Essential Skills) determined by the relevant sector for the apprenticeship.
* A Graduate is defined as a person who has obtained a degree, a Higher National Diploma, a Diploma in Higher Education, or an equivalent qualification awarded by a recognised University or other Institute of Higher or Further Education. Graduates may only enter ApprenticeshipsNI provision in an occupational area that is unrelated to their qualification subject.
* *Please provide details about your business and If your organisation wishes to nominate a Employee or Prospective Employee for an Apprenticeship, please can you complete the following detail**s and forward to your employee to upload to the evidence section of their application.*

|  |  |
| --- | --- |
| Company Name: |  |
| Company Contact Name: |  |
| Address: |  |
|  |
| Postcode: |  |
| Office Phone Number: |  |
| Mobile Number: |  |
| Email Address: |  |

|  |  |
| --- | --- |
| Apprentice Name: |  |
| Date of Birth |  |
| Address: |  |
|  |
| Postcode: |  |
| Telephone Number: |  |
| Mobile Number: |  |
| Email Address: |  |
| NRC Campus:  |  |

*Please confirm that your business has the following insurance policies in place and that they are up to date (a copy will be required):*

|  |  |
| --- | --- |
| Employers Liability:(min £5 million) |  |
| Public Liability:(min £2 million) |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Employer Signature: |  | Date: |  |
| Position in Company:  |  |

*Please indicate the occupational area you wish to provide an Apprenticeship by inserting the number of apprentice(s) you can accommodate in the appropriate box:*

*Please refer to the NRC Website for Course Details and Campus for Apprenticeships and the links provided for Higher Level Apprentices.*

[Northern Regional College (nrc.ac.uk)](https://www.nrc.ac.uk/)

|  |  |  |
| --- | --- | --- |
| Programme | Occupational Area | No Of Apprentices |
| ApprenticeshipsNI | Brickwork |   |
| ApprenticeshipsNI | Carpentry & Joinery |   |
| ApprenticeshipsNI | Catering & Professional Chefs |   |
| ApprenticeshipsNI | Children’s Care Learning & Development  |   |
| ApprenticeshipsNI | Civil Engineering Magherafelt Campus |   |
| ApprenticeshipsNI | Construction Surveying Farm Lodge Campus |   |
| ApprenticeshipsNI | Electrical Installation (Electrotechnical) |   |
| ApprenticeshipsNI | Engineering (Electrical) & Mechanical |   |
| ApprenticeshipsNI | Food & Beverage Services  |   |
| ApprenticeshipsNI | Hairdressing  |   |
| ApprenticeshipsNI | Motor Vehicle (Light Vehicle) |   |
| ApprenticeshipsNI | Motor Vehicle (Heavy Vehicle) |   |
| ApprenticeshipsNI | Motorcycle  |   |
| ApprenticeshipsNI | Plumbing |   |
| ApprenticeshipsNI | Dental Nursing |   |
| ApprenticeshipsNI | Health & Social Care |  |
| ApprenticeshipsNI | Railway Track Engineering  |  |

|  |  |
| --- | --- |
| **HLA Programme** | *Please ✓* |
| **Accountancy** Code: PHPC1727[Accountancy - Higher Level Apprenticeship (HLA) - Business & Computing at Coleraine - NRC](https://www.nrc.ac.uk/course/accountancy-higher-level-apprenticeship-hla1/?qualification%5b%5d=Higher%20Level%20Apprenticeships) |  |
| **Business Management****Code:** PHPB1217[Business Management - Higher Level Apprenticeship (HLA) - Business & Computing at Ballymena (Farm Lodge) - NRC](https://www.nrc.ac.uk/course/business-management-higher-level-apprenticeship-hla1/?qualification%5b%5d=Higher%20Level%20Apprenticeships) |  |
| **Advanced Manufacturing**Electrical & Electronic Engineering or Mechanical & Manufacturing Engineering Pathway**Code: PHPB2037**[Advanced Manufacturing Engineering - Higher Level Apprenticeship (HLA) - Engineering & Science at Ballymena (Farm Lodge) - NRC](https://www.nrc.ac.uk/course/advanced-manufacturing-engineering-higher-level-apprenticeship-hla1/?qualification%5b%5d=Higher%20Level%20Apprenticeships) |  |
| **Architectural Technology** **Code: PHPC1144**[Architectural Technology - Higher Level Apprenticeship (HLA) - Built Environment at Coleraine - NRC](https://www.nrc.ac.uk/course/architectural-technology-higher-level-apprenticeship-hla/?qualification%5b%5d=Higher%20Level%20Apprenticeships) |  |
| **Construction (Modern Methods of Construction)** **Code: PHPM2213**[Modern Methods of Construction - Higher Level Apprenticeship (HLA) - Built Environment at Magherafelt - NRC](https://www.nrc.ac.uk/course/modern-methods-of-construction-higher-level-apprenticeship-hla1/?qualification%5b%5d=Higher%20Level%20Apprenticeships) |  |
| **Construction Engineering-Surveying** **Code: PHPB2101**[Construction Engineering with Surveying - Higher Level Apprenticeship (HLA) - Built Environment at Ballymena (Farm Lodge) - NRC](https://www.nrc.ac.uk/course/construction-engineering-with-surveying-higher-level-apprenticeship-hl1/?qualification%5b%5d=Higher%20Level%20Apprenticeships) |  |
| **Construction Engineering-Surveying** **Code: PHPC2101**[Construction Engineering with Surveying - Higher Level Apprenticeship (HLA) - Built Environment at Coleraine - NRC](https://www.nrc.ac.uk/course/construction-engineering-with-surveying-higher-level-apprenticeship-hla/?qualification%5b%5d=Higher%20Level%20Apprenticeships) |  |

|  |  |
| --- | --- |
| **HLA Programme** | *Please✓* |
| **Tourism Hospitality & Event Management - Hospitality** **Code: PHPC1211**[Hospitality and Tourism Management with Specialism - Higher Level Apprenticeship (HLA) - Hospitality, Tourism & Sport at Coleraine - NRC](https://www.nrc.ac.uk/course/hospitality-and-tourism-management-with-specialism-higher-level-appren/?qualification%5b%5d=Higher%20Level%20Apprenticeships) |  |
| **Leadership for Children’s Care, Learning and Development (Management)****Code: PHPC1107**[Leadership for Children’s Care, Learning and Development - Higher Level Apprenticeship (HLA) - Social Care & Early Years at Coleraine - NRC](https://www.nrc.ac.uk/course/leadership-for-childrens-care-learning-and-development-higher-level-ap/?qualification%5b%5d=Higher%20Level%20Apprenticeships) |  |
| **Leadership for Children’s Care, Learning and Development (Management)** **Code: PHPN1107**[Leadership for Children’s Care, Learning and Development - Higher Level Apprenticeship (HLA) - Social Care & Early Years at Newtownabbey - NRC](https://www.nrc.ac.uk/course/leadership-for-childrens-care-learning-and-development-higher-level-apprent/?qualification%5b%5d=Higher%20Level%20Apprenticeships) |  |
| **Computing** **Code: PHPB1725**[Computing - Higher Level Apprenticeship (HLA) - Business & Computing at Ballymena (Farm Lodge) - NRC](https://www.nrc.ac.uk/course/computing-higher-level-apprenticeship-hla1/?qualification%5b%5d=Higher%20Level%20Apprenticeships) |  |
| **Cloud Computing with Cyber Security** **Code: PHPC1215**[Cloud Computing with Cyber Security - Higher Level Apprenticeship (HLA) - Business & Computing at Coleraine - NRC](https://www.nrc.ac.uk/course/cloud-computing-with-cyber-security-higher-level-apprenticeship-hla/?qualification%5b%5d=Higher%20Level%20Apprenticeships) |  |
| **Supply Chain & Logistics****Code: PHPN1013**[Supply Chain and Logistics - Higher Level Apprenticeship (HLA) - Business & Computing at Newtownabbey - NRC](https://www.nrc.ac.uk/course/supply-chain-and-logistics-higher-level-apprenticeship-hla1/?qualification%5b%5d=Higher%20Level%20Apprenticeships) |  |