

This is

# YOUR future



**north west**  
**regional college**  
Derry-Londonderry • Limavady • Strabane

**Higher Level**

**Apprenticeship**

**Course Guide**

**2020-2021**

# Employ Clever with a Higher Level Apprenticeship

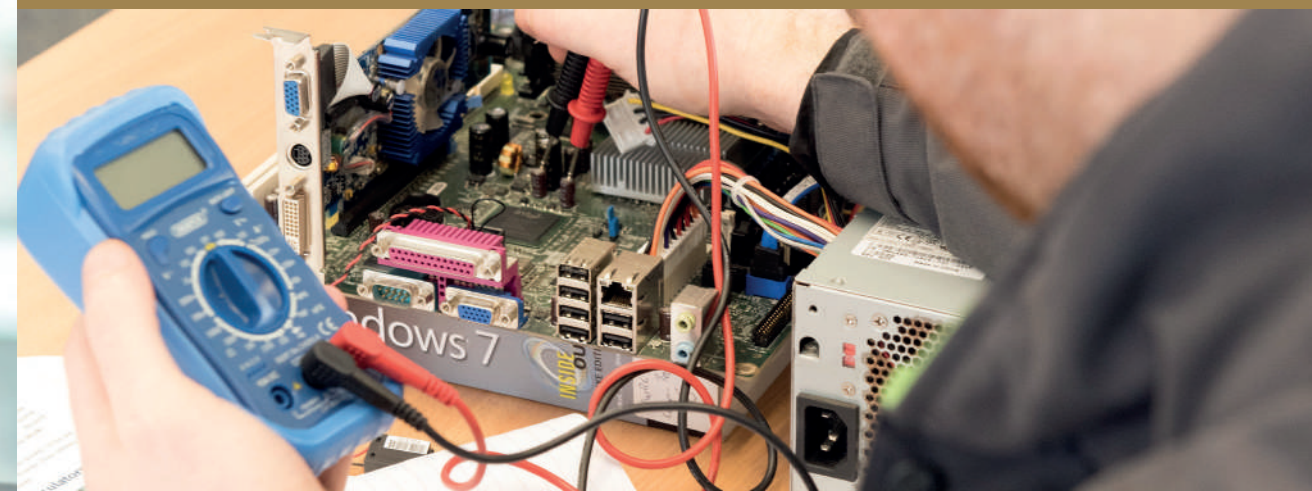
North West Regional College, supported by the Department for the Economy (DfE), Ulster University, Accounting Technicians Ireland, CACHE and many leading employers across the North West region are delighted to announce the further development of a major employment initiative for the North West Region.

The College offers a number of Higher Level Apprenticeship (HLA) programmes tailored to meet industry needs. These programmes will offer employers an opportunity to 'employ clever' aimed at addressing high-level skills shortages which are increasingly evident across the region.

## What is a Higher Level Apprenticeship?

A Higher Level Apprenticeship is a unique work-based programme which enables participants to earn while they learn and gain a nationally recognised higher level qualification. Successful candidates will be employed in a company relevant to their chosen profession to gain valuable experience over a 2 or 3 year period. This experience will include mentoring and academic support provided from both North West Regional College and the employer as the HLA progresses through the relevant higher level qualification.

These programmes are widely recognised as the best combination of on the job training and employee higher level study available. They offer employees the opportunity to gain a level 4 / 5 qualification. In addition they aim to improve business practice by developing a progressively skilled workforce essential for today's competitive economic climate.





# Employ Clever with a Higher Level Apprenticeship

North West Regional College has developed the Higher Level Apprenticeship provision within the region based on strong links with academic partners and business.

The College is now offering programmes in the following areas:

- Accountancy
- Electronic and Electronic Engineering
- International Hospitality and Tourism
- Leadership for Children's care, Learning and Development
- Mechanical Engineering
- Software Development



## The benefits for Employers

Higher Level Apprenticeships can deliver in many ways for business:

### 1. Meet the unique needs of your business

With Higher Level Apprentices learning at work, they are able to develop the knowledge and occupational competencies demanded by specific job roles and meet the unique needs of your business.

The aim of each programme is to develop the skills relevant to employers from day one.

### 2. Recruit from a larger talent pool

Higher Level Apprenticeships enable businesses to attract and retain employees with potential, expanding workplace diversity and benefiting the local community and wider economy.

### 3. Increase your productivity

Higher Level Apprentices can keep your business up-to-date with the latest techniques and technology, increasing your productivity for the future.

### 4. Fill your higher level skills gaps

Higher level skills are vital to business performance and economic growth – through Higher Level Apprenticeships; you can fill your higher level skills gaps efficiently and effectively by tailoring the learning to your workplace.

### 5. Develop existing staff

You can develop existing staff through participation in the Higher Level Apprenticeship programme or as they work with your Higher Level Apprentice through mentoring opportunities and other opportunities.





When I saw the Higher Level  
Apprenticeship advertised I thought  
it was a great opportunity to gain  
work experience while studying.  
There is only so much you can  
learn from a textbook!



### Rebekah Glen

Higher Level Apprenticeship in Accountancy

Rebekah successfully gained full-time employment with Deborah O'Donnell Chartered Accountants whom she completed an apprenticeship with while studying at the College.



Find out more about the experiences of our HLA students:  
[www.nwrc.ac.uk/hla-students](http://www.nwrc.ac.uk/hla-students)



# How is the course delivered?

**The Higher Level Apprenticeship is delivered part-time each week, normally on a day release basis. Teaching methods include lectures, seminars, tutorials, live projects and blended learning as appropriate.**

## How much will it cost?

Apprentices must be in employment for a minimum of 21 hours per week (including lunch breaks and day release element). Employers must adhere to the current Northern Ireland National Minimum Wage and National Living Wage Regulations.

There is currently no cost to the apprentice nor to the employer for tuition, registration or exam fees.

## What involvement is required by the employers?

Employers need to support Higher Level Apprentices in terms of study time and provide a work based mentor.

## Who can apply for an apprenticeship?\*

New Job Post: Taking on a Higher Level Apprentice is the same as recruiting for a new position within your organisation. Following an assessment of your needs with the Business Support Centre (BSC) at North West Regional College an employers recruitment session can be set up to assist with the recruitment of the apprentice.

Apprentices may be recent school leavers who have undertaken A-Levels or other relevant Level 3 qualifications\*\*. All applicants must meet the minimum school leavers age as at 1st July prior to the start date of the programme (HLA in Accountancy applicants must be aged 18 years on or before 1st July 2020) and meet the minimum entry criteria set by the awarding body (Ulster University / ATI / C&G).

Existing employees who are taking on a new role within the business and who wish to up-skill or re-skill may also be eligible.

\*Employers must be based in Northern Ireland. Employers can enhance the entry requirements set by the awarding body. Only those potential participants who are assessed as capable and committed to achieving the full requirements of a HLA should be recruited to the provision.

\*\*As an alternative to the standard entry requirements, applicants may be able to apply to enter the programme through the Accreditation of Prior Experiential Learning (APEL) process. This process involves assessing learning achieved outside education or training, as appropriate and recognised for academic purposes. For further information see contact details relating to the course/programme. Normally APEL applications need to be made well in advance of the course start date in September.





## Higher Level Apprenticeship in Accountancy

### Campus

Derry~Londonderry

### Length of Study

2 Years

### Awarding Body

Accounting Technicians Ireland (ATI)

### Course Contact

Liz Doherty  
074 3683 9960  
LizH.doherty@nwrc.ac.uk  
businesssupport@nwrc.ac.uk

### Progression



### Course Overview

The programme provides an alternative route to starting a career in accountancy.

This Higher Level Apprenticeship aims to provide applicants with an exciting 'on-the-job' pathway into the accountancy and finance profession.

The main features of the programme are:

- The apprentice may be selected for employment through the employer's own recruitment process or will already be employed by an accounting practice/business and moving to a new job role where upskilling is required.
- The apprentice will attend College one day per week, studying for the professionally accredited Accounting Technicians Ireland (ATI) exams.
- The apprentice will complete a work based learning e-portfolio of evidence demonstrating competence in a range of areas.
- The apprentice will be mentored by both a College and employer-based mentor.
- The Department for the Economy cover all tuition fees and examination costs through their Higher Level Apprenticeship programme.

### Core Modules

#### Year 1:

- Financial Accounting
- Taxation, Law and Ethics
- Business Management

#### Year 2:

- Advanced Financial Accounting
- Advanced Taxation
- Management Accounting
- Integrated Accounting Systems (IAS).

### Entry Requirements

**UK:** 96 UCAS Tariff Points plus a minimum Grade B in GCSE Mathematics and Grade C in English;

#### REP. OF IRELAND ENTRANTS:

96 UCAS Points plus a Grade O3 in Maths and Grade O4 in English.

Applicants who are 25 years of age (by 1st January of the year in which they wish to commence the course) but do not possess the minimum educational requirements, may still apply to do the course based on qualifications and experience.

### Your Future

Upon successful completion of your Higher Level Apprenticeship in Accountancy, you could continue your studies towards professional status with a range of accountancy bodies, such as Chartered Accountants Ireland (CAI).



## Higher Level Apprenticeship in Electrical and Electronic Engineering

### Campus

Derry~Londonderry

### Length of Study

3 Years

### Awarding Body

Ulster University

### Course Contact

Columba Toner  
074 3683 9960  
columba.toner@nwrc.ac.uk  
businesssupport@nwrc.ac.uk

### Progression



### Course Overview

This programme enables employees to undertake a Level 5 Foundation Degree in Electrical and Electronic Engineering awarded by Ulster University. The programme is delivered part time day release one day and evening per week over three years. This programme will also develop critical thinking and problem solving skills

### Core Modules

- Mathematics for Engineering
- Electrical Science
- Digital and Analogue Electronics
- Microelectronic Principles
- Application of Microcontrollers
- Electrical and Electronic Principles
- Electrical Principles
- Programmable Logic Controllers
- Power Electronics
- Electronic Circuit Manufacture
- Work Based Learning

### Entry Requirements

**UK:** 56 UCAS points; Applicants must have Level 3 passes in at least one of Mathematics, Chemistry, Physics, Biology, Engineering, Science or Technology (or equivalent), and a minimum Grade C/4 in GCSE Mathematics\* and English (or University-approved equivalent\*\*).

*\*Certain BTEC Level 3 Maths units may be acceptable in lieu of GCSE Maths.*

*\*\*Level 2 Essential Skills in Communication is currently acceptable in lieu of GCSE English.*

Relevant Access Course: with an overall mark of at least 41%, including passes in Mathematics and a Science subject.

#### REP. OF IRELAND ENTRANTS:

56 UCAS Points; Applicants must have at least one of Mathematics, Chemistry, Physics, Biology, Engineering, Science or Technology at C3 Higher level and 4 OLCs (Grade O4 or above) Maths and English at Grade H6 or above (Higher Level) or Grade O4 or above (Ordinary Level) if not sitting at Higher Level is also required.

As with all Higher Engineering courses, students require a good standard of mathematics and applied mathematics.

Accreditation of Prior Learning (APEL) may be considered for entry onto this course. For more details visit [www.nwrc.ac.uk/policies](http://www.nwrc.ac.uk/policies)

### Your Future

Careers in engineering are popular due to their prestige, positive job outlook and the higher than average salary. Successful completion of the Foundation Degree with appropriate grades enables progression to Year 2 BEng Hons degree pathway of related degree in Ulster University; similar degrees at other universities, or employment opportunities in this field





## Higher Level Apprenticeship in International Hospitality and Tourism Management

### Campus

Derry~Londonderry

### Length of Study

2.5 Years

### Awarding Body

Ulster University

### Course Contact

Luane Quigley  
074 3683 9960  
luane.quigley@nwrc.ac.uk  
businesssupport@nwrc.ac.uk

### Progression



### Course Overview

This programme is widely recognised as the best combination of on the job training and higher level study.

The programme enables employees to undertake a Level 5 Foundation Degree in Hospitality and Tourism Management awarded by Ulster University while in employment and working to develop industry related skills and knowledge.

Assessment is a combination of coursework and examinations. A number of trips are organised as part of the programme which incur a financial cost to the Student. Mandatory day trips, approximately £40.

### Core Modules

- Introduction to Hospitality and Tourism
- Events Operations
- Introduction to WBL
- Food and Beverage Service Operations
- Facilities Operations
- Managing Financial Performance
- Management in Action
- Employability Skills
- WBL in Practice
- Food and Beverage Management
- Human Resource Management
- Marketing and Entrepreneurship

### Entry Requirements

**UK:** 64-72 UCAS Tariff points + GCSE Maths Grade C or equivalent (e.g. Essential Skills Level 2 Numeracy) AND GCSE English Grade C or equivalent (e.g. Essential Skills Level 2 Communication);

### REP. OF IRELAND ENTRANTS:

64-72 UCAS Points plus OLC (Grade 04 or above) in English and Maths; Access - 50% (which includes Level 2 Communications and Mathematics).

Accreditation of Prior Learning (APEL) may be considered for entry onto this course. For more details visit [www.nwrc.ac.uk/policies](http://www.nwrc.ac.uk/policies)

### Your Future

Successful completion of the Foundation degree with appropriate grades provides HLA students the opportunity to progress to the BSc Hons International Hospitality Management, at Ulster University or a similar degree at another Higher Education Institution or University.

Exemptions for modules already achieved will be determined by the specific degree applied to as well as the Universities regulations in relation to exemptions.



## Higher Level Apprenticeship in Leadership for Children's Care, Learning and Development

### Campus

Derry~Londonderry

### Length of Study

2 Years

### Awarding Body

CACHE

### Course Contact

Catherine Boyle  
074 3683 9960  
catherine.boyle@nwrc.ac.uk  
businesssupport@nwrc.ac.uk

### Progression



### Course Overview

This course is for senior practitioners in a leadership or management role who work within early years and childcare settings including day nurseries, crèches, playgroups and pre-school settings.

The course is also suitable for practitioners who have an opportunity to be appointed into leadership roles within the setting. It is flexible and delivered to meet the individual needs of the busy professional practitioner in partnership with their employer.

The employer provides a work based mentor and the College delivers knowledge based units and a work placement assessor who works with each individual apprentice to extend and build on their knowledge and competency at this level.

The Level 5 Diploma in Leadership for Children's Care, Learning and Development (Management) NI provides a thorough grounding in the key concepts and practical skills required in the sector. It is delivered over 2 years with classes scheduled weekly.

The course aims to provide the apprentices with the skills and knowledge needed to manage practice and lead others in children's care, learning and development.

### Entry Requirements

Be appointed to a position of Deputy Leader, Leader, Assistant Managers or Deputy Manager in children's care, learning and development setting.

- Keen to progress their career
- Be a minimum age of at least 19 years old.
- Have a minimum of GCSE English at Grade C or equivalent
- Hold a Level 3 qualification in CCLD

A pre-course information session will be held for applicants – each applicant must attend. Those students who do not possess GCSE Maths or equivalent will be encouraged to complete Essential Skills Numeracy.

### Your Future

Upon successful completion, opportunities exist for progression to employment or university. Previous graduates have progressed to the (Hons) Degree in Early Childhood Studies.



## Higher Level Apprenticeship in Mechanical Engineering

### Campus

Derry~Londonderry

### Length of Study

3 Years

### Awarding Body

Ulster University

### Course Contact

Paul Young  
074 3683 9960  
paul.young@nwrc.ac.uk  
businesssupport@nwrc.ac.uk

### Progression



### Course Overview

This programme enables employees to undertake a Level 5 Foundation Degree in Mechanical Engineering validated by Ulster University.

### Core Modules

- Mathematics for Engineering
- Mechanical Science
- Graphical Communication and CAD
- Business Management and Improvement Techniques
- Engineering Materials
- Computer Aided Manufacture
- Engineering Mechanics
- Engineering Design with Parametric CAD
- Heat Transfer
- Strength of Materials
- Work Based Learning

### Entry Requirements

**UK:** 56 UCAS points; Applicants must have Level 3 passes in at least one of Mathematics, Chemistry, Physics, Biology, Engineering, Science or Technology (or equivalent), and a minimum Grade C/4 in GCSE Mathematics\* and English (or University-approved equivalent\*\*).

*\*Certain BTEC Level 3 Maths units (as instructed on an annual basis from the Faculty) may be acceptable in lieu of GCSE Maths:*

*\*Level 2 Essential Skills in Communication is currently acceptable in lieu of GCSE English.*

Relevant Access Course: with an overall mark of at least 41%, including passes in Mathematics and a Science subject.

### REP. OF IRELAND ENTRANTS:

56 UCAS points; Applicants must have at least one of Mathematics, Chemistry, Physics, Biology, Engineering, Science or Technology at C3 Higher Level and 4 OLCs (Grade 04 or above) Maths and English at Grade H6 or above (Higher Level) or Grade O4 or above (Ordinary Level) if not sitting at Higher Level is also required.

As with all Higher Engineering courses, students require a good standard of mathematics and applied mathematics.

Accreditation of Prior Learning (APEL) may be considered for entry onto this course. For more details visit [www.nwrc.ac.uk/policies](http://www.nwrc.ac.uk/policies)

### Your Future

Careers in engineering are popular due to their prestige, positive job outlook and the higher than average salary. Successful completion of the Foundation Degree with appropriate grades enables progression to Year 2 BEng Hons degree pathway of related degree in Ulster University; similar degrees at other universities, or employment opportunities in this field.



## Higher Level Apprenticeship in Software Development

### Campus

Derry~Londonderry

### Length of Study

3 Years

### Awarding Body

Ulster University

### Course Contact

Peter Wisener  
074 3683 9960  
peter.wisener@nwrc.ac.uk  
businesssupport@nwrc.ac.uk

### Progression



### Course Overview

This programme enables employees to undertake a Level 5 Foundation Degree in Software Development validated by Ulster University whilst remaining in employment.

The programme is delivered part time day release one day each week over 3 years. The final year incorporates a Work based Learning module worth 40 credits.

Assessment is a combination of coursework and examinations.

### Core Modules

- Mathematics for Software Development
- Programming 1
- Programming 2
- Programming 3
- Software Testing
- Systems Analysis and Design
- Database Systems
- Computer and Network Architecture
- Web Technologies
- Data Science
- Work based Learning

### Entry Requirements

**UK:** 56 UCAS points, plus GCSE Maths Grade C minimum and GCSE English Grade C or Essential Skills Level 2 Communications;

### REP. OF IRELAND ENTRANTS:

56 UCAS points, plus OLC (Grade 04 or above) to include Maths and English;

Accreditation of Prior Learning (APEL) may be considered for entry onto this course. For more details visit [www.nwrc.ac.uk/policies](http://www.nwrc.ac.uk/policies)

### Your Future










Successful completion of the Foundation Degree with appropriate grades enables progression to second year of BSc (Hons) Computing Science at Ulster University





## Course Symbol Key

Use the symbol key below to give you an overview of the entry requirements and opportunities provided as part of your course.

	Interview		Field Trips
	Work Placement		Part-Time Study
	Information Session		APEL
	AccessNI Check		Associate Student Status
	Health Declaration		



[www.nwrc.ac.uk](http://www.nwrc.ac.uk)

074 3683 9960

### DISCLAIMER

We make every reasonable effort to ensure that the information provided in this course guide is correct at the time of going to print (May 2020). The College shall not be bound by any errors or omissions, and cannot accept liability in respect thereof.

Any subsequent changes will be published online. Please refer to [www.nwrc.ac.uk](http://www.nwrc.ac.uk) for the latest information before you apply.

The College will make every effort to deliver in accordance with the descriptions set out in this course guide. However, the College is dependent upon public funds which have to be managed in a way which is efficient. The College therefore reserves the right to make variations to the content or methods of delivery of assessment of courses, to discontinue courses or to merge or combine courses, if such action is reasonably considered to be necessary in the context of its wider purpose.

If the College discontinues any course, we will use reasonable endeavours to provide a suitable alternative.

### ACKNOWLEDGEMENTS

This course guide was designed, edited and produced by the NWRC Marketing and PR team.

We would like to thank all students and staff who helped with the production, especially those students who supplied testimonials and agreed to be profiled.



## How do I get involved in the Higher Level Apprenticeship programme?






### Contact

Clare McLaughlin  
Skills Development Officer  
Business Support Centre, NWRC  
Derry~Londonderry

**T:** 074 3683 9960

**E:** [businesssupport@nwrc.ac.uk](mailto:businesssupport@nwrc.ac.uk)

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