Graduate Level Apprenticeships

Information for Individuals

February 2017
Document Control

Version History

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Changes since previous version

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Approvers

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Individual: Graduate Level Apprenticeships

Background

72% of employers in Scotland have reported a lack of technical, practical or job specific skills in job applicants\(^1\).

Skills Development Scotland (SDS) has developed Graduate Level Apprenticeships as a way for you to develop the necessary knowledge, skills and competence needed by Scottish industries.

By building on the success of SDS’s existing Foundation and Modern Apprenticeship programmes, Graduate Level Apprenticeships give you an opportunity to be in paid employment whilst gaining qualifications from Dip HE up to Master’s level. And because they have been developed with employers, they ensure that you gain the necessary knowledge and skills required for your chosen area of work.

Since 2015, SDS has been developing Graduate Level Apprenticeships in partnership with industry representatives and universities/colleges. This work has focused on highly skilled sectors that have been identified as needing a new approach to education and skills development. From January 2017 Graduate Level Apprenticeships will be delivered across Scotland in partnership with employers, universities and colleges.

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\(^1\) UKCES Employer Skills Survey 2013 (Scottish sample)
Overview

What are Graduate Level Apprenticeships (GLAs)?

GLAs are a new way for you to gain qualifications through work. Whilst in paid employment you can achieve qualifications ranging from Dip HE up to Master’s degree level. The work you do for your employer counts towards your qualification, and you also spend time during your work week with a university or college.

Why should I apply to become a Graduate Level Apprentice?

- You will be in paid employment while gaining your degree
- The work you do counts towards your qualification, meaning you may be able to gain your degree faster
- Your learning is directly relevant to the job and industry you are working in
- You can put your learning into practice straight away
- You can change your career – even if you’ve already studied at degree level
- You will gain transferable industry-recognised skills, considered relevant by industry, employers and universities

GLAs are different because:

- GLAs have been designed by industry and for industry; you can be confident that what you are learning is right for the role you are doing.
- There is no maximum age limit on who can become a GLA. The employee must be a minimum of 16 years of age (although in some cases this may be 18, due to health and safety requirements).
- You are still eligible for a GLA even if you have already studied or achieved a degree level qualification, as long as it leads to a higher level of qualification or a new area of learning.
Qualifications offered

What Graduate Level Apprenticeship courses are available?

The courses listed below are available now:

- IT Software Development at SCQF level 10 (Honours degree level)
- IT Management for Business at SCQF level 10 (Honours degree level)
- Engineering Design and Manufacturing at SCQF level 10 (Honours degree level)
- Civil Engineering at SCQF level 8 (Dip HE level)

Additional courses are currently in development and will be available later in 2017 in the following areas:

- Engineering: Instrumentation, Measurement and Control at SCQF level 10 (honours degree level)
- Civil Engineering at SCQF level 10 (honours degree level)
- Business Management (Financial Services) at SCQF level 10 (honours degree level)

Proposed:

- Civil Engineering: Built environment at SCQF level 10 (honours degree level)
Who is delivering Graduate Level Apprenticeships?

Our current university and college delivery partners are as follows:

- University of the Highlands and Islands (with Inverness College)
- Glasgow Caledonian University
- Robert Gordon University
- Glasgow Kelvin College
- Heriot-Watt University
- Edinburgh Napier University
- University of the West of Scotland (with Ayrshire College, Glasgow Clyde College and New College Lanarkshire)
- The University of Dundee

We expect more Universities and Colleges to start delivering GLAs before the end of 2017. Please see Appendix 1 for a table showing our current delivery partners and the GLAs they are offering.
What qualification(s) can a Graduate Level Apprentice gain?

GLAs are currently available from SCQF level 8 (Dip HE) through to SCQF level 10 (Honours Degree Level). The qualification you are awarded will be the same as you would receive after a conventional programme with a College or University.

For example, if you complete a Graduate Level Apprenticeship in IT Software Development at SCQF level 10, you will receive a BSc (Honours) degree from the University, as well as a Graduate Level Apprenticeship award.

Would I be an employee or a student?

You would be first and foremost an employee, spending around 80% of your time with your employer. You would spend the rest of your time with a university or college, and would be enrolled in your university/college, having access to the same facilities and benefits as other students.

The exact split between work and learning is agreed by your employer and the university/college providing the course. For example, some employers may agree for their apprentices to attend university or college 1 day a week, whilst others may opt for more online learning or block release learning for several weeks at a time throughout the year.

The integration of work and learning allows the work you carry out in employment to count towards your qualification, meaning that attendance at University can be flexible based on your employer’s requirements.

How long will it take someone to complete a GLA?

A GLA at SCQF level 10 (honours degree level) will take up to 4 years to complete and a GLA at SCQF level 8 (Dip HE level) will take up to 2 years to complete. Some individuals may complete the GLA in a shorter period of time because the model allows attendance at University outwith traditional semesters, or because they have been allowed advanced entry.
Eligibility

Are there age restrictions on who can apply to become a GLA?

To apply to become a GLA you must be a minimum of 16 years of age. Certain employers may require a minimum age of 18 due to health and safety considerations. There is no maximum age set on who can become a Graduate Level Apprentice.

Can I become a Graduate Level Apprentice if I am already in employment?

Yes, GLAs are an open for existing employees. Ask your employer about options for beginning a Graduate Level Apprenticeship.

If I have an existing qualification in the same subject, am I still eligible for funding?

Yes, if the Graduate Level Apprenticeship is a higher level of qualification than the one you already hold in the same area.

If I have an existing qualification at the same or higher level in a different subject, am I still eligible for funding?

Yes. If, for example, you have already completed a degree in Business but you want get a job in Software Development you can still apply for a Graduate Level Apprenticeship.

Do I have to be resident and working in Scotland to apply for a GLA?

Yes. You must be resident in Scotland before you start your Graduate Level Apprenticeship. In addition to this, your employment working premises must also be located in Scotland. When applying to become a Graduate Level Apprentice you will be required to satisfy an employer that you have the right to live and work in Scotland.
Entry requirements

What qualifications do I need to apply for a GLA?

What you need will depend on the GLA course you are applying for, and the university or college that is delivering it. However, any previous industry experience you might have will be taken into consideration alongside any formal qualifications you hold. For example, universities can offer flexibility to people who have already completed other work based learning qualifications e.g. a Modern Apprenticeship and want progress to a GLA in the same subject area.

What if I don’t have the qualifications required for a GLA I’m interested in?

If you don’t have the required academic qualifications, the employer and university will assess whether you would be able to develop the skills and behaviours required to complete the GLA degree programme.

For example, if the entry requirements of a particular GLA required four Scottish Highers (or equivalent) at ABBC or equivalent (BBBB), you would be assessed on an individual basis, allowing your previous experience and learning to be considered in the recruitment process.

Can I do part of a GLA? I’d like advanced entry, or to leave at a lower level.

Yes. Graduate Level Apprenticeships have flexible entry and exit points in the programme so you can begin and leave your course, at the right point. The university or college will take into consideration what you have previously studied along with any relevant industry experience and agree your current stage with your employer. The GLA is designed so that any previous learning you have done, will not be repeated.
For example, if you who have already attained a relevant qualification at SCQF level 8, prior to enrolling on a GLA at SCQF level 10, you may be able to have percentage of your GLA qualification recognised as being achieved already. This will reduce the amount of time you require to complete the course.

However, if an apprentice doing a GLA at SCQF level 10 (honours degree level) exits before completing the course, they will only be able to leave with a GLA at SCQF level 8 (Dip HE level).

**Funding**

**Do I have to pay for the Graduate Level Apprenticeship?**

No, your learning is funded so there is no cost to you. As you are an employee, you will also receive a wage from your employer. Any additional costs in relation to books, materials and travel should be discussed with your employer.

**Is there other funding available to me while I am doing a GLA?**

As a GLA apprentice is a paid employee you would not be entitled to any SAAS funding. The university or college delivering the GLA course can advise whether there are any other grants/bursaries that would be available to you.

**What happens if I am unable to meet the academic demands of the course?**

If your academic work is not meeting the required standard, you will be offered resits as per the university or college policy. If you are not successful in resits, you will be offered an award at the last achievement level (i.e. an Ordinary Degree, Diploma of Higher Education, or Certificate of Higher Education).
What happens if my employer terminates my employment before I complete my GLA?

If you employer can no longer keep you in employment, you will have the option to continue your apprenticeship with another employer, where available, or to join a related course with the university or college who is delivering your learning. SDS would be involved to provide support.

Can I go from a Foundation or Modern Apprentice to a Graduate Level Apprentice?

Yes. If you have completed a Foundation Apprenticeship or Modern Apprenticeship in the same subject, you will be able to apply to become a Graduate Level Apprentice studying the same subject area, providing there are vacancies. The Graduate Level Apprenticeship is designed so that previous learning will not be repeated. The employer and university will need to ensure that you join the programme at the right level, recognising any prior learning you may have done.

Are GLAs accredited by professional bodies?

In most cases, the GLA courses have been mapped to professional body standards so apprentices will be able to apply for membership to any professional body relevant to their industry at the conclusion of their programme.
Comparison: GLAs vs. Other apprenticeship products

How is a Graduate Level Apprenticeships different from a Technical or Professional Apprenticeship?

Technical and professional apprenticeships have different key characteristics to Graduate level Apprenticeships. Whilst both technical and professional apprenticeships are broadly aligned to the same SCQF levels (8 and 10) there are features of each that provide notable differentiation.

<table>
<thead>
<tr>
<th>Feature</th>
<th>Technical/Professional apprenticeship</th>
<th>Graduate level apprenticeships</th>
</tr>
</thead>
<tbody>
<tr>
<td>Size</td>
<td>Variable size</td>
<td>Standard size at each level (240 credits and 480 credits)</td>
</tr>
<tr>
<td>Permeability</td>
<td>Variability of type of qualification achieved with an end only exit point</td>
<td>Flexible entry and exit points</td>
</tr>
<tr>
<td>Qualification Type</td>
<td>Degree level qualification</td>
<td>Recognised Degree</td>
</tr>
<tr>
<td>Transferability</td>
<td>Recognised within Scottish System and across the UK</td>
<td>Recognised within Scottish System &amp; Internationally recognised qualification</td>
</tr>
<tr>
<td>Role type</td>
<td>Designed for Supervisory/Managerial role</td>
<td>Designed for entry level roles and progression to degree</td>
</tr>
<tr>
<td>Accessibility</td>
<td>Not accessible to school leavers</td>
<td>Accessible to school leavers</td>
</tr>
<tr>
<td>Standard</td>
<td>NOS or Professional Standard</td>
<td>Defined Frameworks leading to standards &amp; professional qualifications</td>
</tr>
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Further information

Where can I find more information?

For up to date information on GLA courses, delivery partners and vacancy advertisements please visit the Apprenticeship.Scot website at https://www.apprenticeships.scot/become-an-apprentice/graduate-level-apprenticeships/. If you have further questions, there is also an option to contact the GLA team direct via the Apprenticeship.Scot website.
## Appendix 1: Graduate Level Apprenticeships University/College Partner Summary

### February 2017

<table>
<thead>
<tr>
<th>Partner</th>
<th>GLA Courses</th>
<th>Induction and start dates</th>
<th>Events</th>
<th>Contact details</th>
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<tbody>
<tr>
<td><strong>University of Dundee</strong></td>
<td>• Civil Engineering SCQF 8 (Dip HE)</td>
<td>September 2017</td>
<td>Industrial Launch Event February 17, 2017 University of Dundee Nethergate, Dundee DD1 4HN 10.00-15.00 Contact <a href="mailto:K.Petrie@dundee.ac.uk">K.Petrie@dundee.ac.uk</a></td>
<td>Dr. Karen Petrie Associate Dean, School of Science and Engineering <a href="mailto:K.Petrie@dundee.ac.uk">K.Petrie@dundee.ac.uk</a> 01382 388 613</td>
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<tr>
<td></td>
<td>• Engineering Manufacturing and Design SCQF level 10 (honours degree)</td>
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<tr>
<td></td>
<td>• ICT Digital: IT Management for Business SCQF level 10 (honours degree)</td>
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<tr>
<td></td>
<td>• ICT Digital: Software Development SCQF level 10 (honours degree)</td>
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<tr>
<td><strong>Edinburgh Napier University</strong></td>
<td>• ICT Digital: IT Management for Business SCQF level 10 (honours degree)</td>
<td>June 2017: Bootcamp/induction September 2017: Course start</td>
<td>Employer event (TBC) March 08, 2017 Venue TBC, Edinburgh 17:30 – 20:00</td>
<td>Alison Varey Head of Academic Development, School of Computing <a href="mailto:a.varey@napier.ac.uk">a.varey@napier.ac.uk</a> 0131 455 2725</td>
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<tr>
<td></td>
<td>• ICT Digital: Software Development SCQF level 10 (honours degree)</td>
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<tr>
<td><strong>Glasgow Kelvin College</strong></td>
<td>• Civil Engineering SCQF 8 (Dip HE)</td>
<td>May 2017</td>
<td>Apprenticeship Employer Event: GLAs Civil Engineering March 07, 2017 23 Flemington St, Glasgow G21 4TD 11.00 – 13.00 RSVP here</td>
<td>Alastair McGhee Business Development Director <a href="mailto:Amcghee@glasgowkelvin.ac.uk">Amcghee@glasgowkelvin.ac.uk</a> 0141 630 5000</td>
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<td>• ICT Digital: Software Development SCQF level 10 (honours degree)</td>
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<tr>
<td><strong>Heriot Watt University</strong></td>
<td>• Engineering Manufacturing and Design SCQF level 10 (honours degree)</td>
<td>June 2017</td>
<td>TBC. More info to follow</td>
<td>Dr. Robin Westacott Associate Professor, Chemical Engineering and GLA Programme <a href="mailto:R.E.Westacott@hw.ac.uk">R.E.Westacott@hw.ac.uk</a> 0131 451 4717</td>
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<td>• ICT Digital: Software Development SCQF level 10 (honours degree)</td>
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<tr>
<td><strong>UHI</strong></td>
<td>• Civil Engineering SCQF 8 (Dip HE)</td>
<td>Currently running. Places still available.</td>
<td>TBC. More info to follow</td>
<td>Matt Tyrer Project Manager, Work Based Learning <a href="mailto:Matt.Tyrer@uhi.ac.uk">Matt.Tyrer@uhi.ac.uk</a> 07552211 631</td>
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<tr>
<td><strong>University of the West of Scotland</strong></td>
<td>• Engineering Manufacturing and Design SCQF level 10 (honours degree)</td>
<td>June 2017</td>
<td>Company Training: GLAs in Engineering February 16, 2017 JWS Centre for Engineering Arthur Street, Hamilton ML3 0BJ 09.00-16.00 Register here</td>
<td>Suzanne McCuaide Business Development Officer, Enterprise Services <a href="mailto:suzanne.mcquaide@uws.ac.uk">suzanne.mcquaide@uws.ac.uk</a> 0141 848 3406</td>
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<td><strong>Robert Gordon University</strong></td>
<td>• ICT Digital: Software Development SCQF level 10 (honours degree)</td>
<td>May 2017</td>
<td>TBC. More info to follow</td>
<td>Rhona McComskie Senior Project Co-coordinator <a href="mailto:r.mccomskie@rgu.ac.uk">r.mccomskie@rgu.ac.uk</a> 01224 262 218</td>
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<td>TBC. More info to follow</td>
<td>Colin Murchison Associate Dean Business Development <a href="mailto:C.Murchison@ycu.ac.uk">C.Murchison@ycu.ac.uk</a> 0141 331 1364</td>
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