

## IT & Telecoms Professionals Apprenticeship

Up-to-date IT skills are important for almost any job in today's market. These qualifications are designed to help you take your IT skills to the next level. This qualification offers the opportunity to complete a broad set of industry recognised certifications.

It will test the principles, develop the skills, knowledge and competence required to be an IT professional. The Diploma for IT Practitioners is for you if you have some knowledge and experience and want to improve or gain recognition of your skills.

### Progression

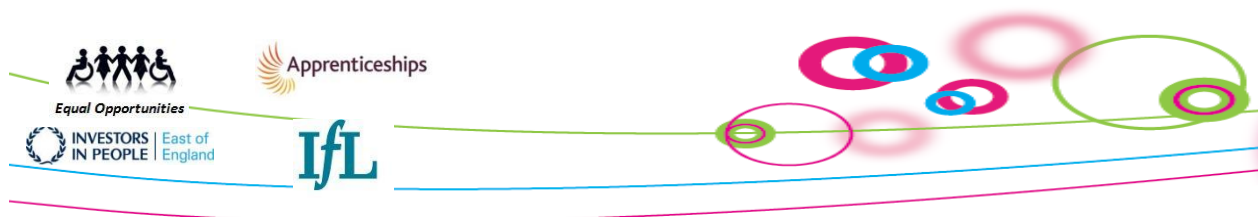
The award can offer progression into professional qualifications, provide a foundation for access to Foundation Degrees, and Higher Level Diplomas for IT Practitioners

### Apprenticeship Framework

There are a number of elements to each Apprenticeship and this is called the framework. Each Apprenticeship framework has three main strands:

- Competence based element
- Knowledge element
- Skills element

The three strands are sometimes accompanied by additional qualifications to give the most relevant skills and knowledge required for the job.



## Business & Administration Framework requirements approved by e-skills

<b>Competence Based</b>	Level 2 - Diploma in ICT Professional Competence		
QCF Credit Value	48		
Guided Learning Hours	240-360	Time Frame: 12 months	
Assessment Methods	E-assessment Multiple Choice Examination Portfolio of Evidence Practical Demonstration / Assignment Task-based controlled assessment		
To achieve candidates must achieve a total of 48 credits, which must include:			
A minimum 15 Mandatory unit credits from Group A			
<ul style="list-style-type: none"> <li>• Develop Personal and Organisational Effectiveness</li> <li>• Health &amp; Safety</li> <li>• Customer Care L1 or Interpersonal and Written Communication</li> </ul>			
A minimum 33 Optional unit credits from Group B			
<ul style="list-style-type: none"> <li>• ICT Professional NOS evidence-based units</li> <li>• Vendor or Industry Certifications (Microsoft, Cisco, Oracle, CompTIA)</li> </ul>			
A maximum of 12 credits from Group D:			
<ul style="list-style-type: none"> <li>• Employer Units</li> <li>• IT User units</li> <li>• Units from other sectors/qualifications to suit job role</li> </ul>			

<b>Knowledge Based</b>	Level 2 Award in ICT Systems and Principles for Apprentices		
QCF Credit Value	12		
Guided Learning Hours	90-100	Time Frame: 12 months	
Assessment Methods	E-assessment Practical Demonstration / Assignment Written Examination		

<b>Transferable Skills</b>			
Functional Skills	QCF Credit Value	Guided Learning Hours	Assessment Methods
Maths - Level 1		45	Exam
English - Level 1		45	Exam
<b>Or</b>			
Key Skills			
Application of Number Level 1	N/A		Portfolio & Multi Choice Test
Communication Level 1	N/A		Portfolio & Multi Choice Test

Employment Rights and Responsibilities	E-Skills UK Rights and Responsibilities work book
--	---

For further information or an application form call UK Training & Development on: 01442 230130 or email [marketing@uktd.co.uk](mailto:marketing@uktd.co.uk) Or apply online at [www.uktd.co.uk](http://www.uktd.co.uk)

