What’s an Apprenticeship?

Apprenticeships provide the skilled workers that employers need now and in the future so there has never been a better time to get involved.

Apprenticeships are highly valued by both employers and apprentices and the framework completion rates are consistently over 80%. Apprenticeships are an essential ingredient for achieving economic success and prosperity in Wales. Our investment in skills is an investment in the future of the country and the Welsh Government has committed to creating at least 100,000 quality all-age Apprenticeships by 2021.

Apprenticeships are designed around the needs of the employer and can help transform businesses by providing the skilled workers that employers need for the future. All employers in Wales can access and engage in high quality training that will drive a knowledge based economy, allowing employers and their employees to achieve their full-potential.

Apprentices work alongside experienced employees to gain job specific skills, while studying towards a nationally recognised qualification from an approved college, university or training provider. Employers cover their wages and Welsh Government offer support with most of the training costs.

Am I eligible?

Businesses in Wales of all sizes are eligible. Most of the training will be carried out by you the employer and you will work with an approved training provider, who will manage the apprentice’s training and assessment programme. Anyone in Wales over the age of 16 can apply for an Apprenticeship and benefit from the opportunities offered.

Here’s how your business can benefit:

- The Welsh Government contributes to most of the training costs so you’ll save money
- There are different levels and types of apprenticeship, to fit around your needs as an employer
- Skills gaps or skills shortages? Apprenticeships are designed to meet them. So you’ll be better prepared for the future
- They allow you to develop new and existing employees within your talent pipeline planning process
- Apprenticeships span many industries and job roles – so that you can access training that’s relevant to your business
- Develop a professional and skilled workforce
Choose an Apprenticeship to suit your business

<table>
<thead>
<tr>
<th>Name</th>
<th>Level</th>
<th>Equivalent educational level</th>
</tr>
</thead>
<tbody>
<tr>
<td>Foundation</td>
<td>2</td>
<td>5 GCSEs / NVQ Level 2</td>
</tr>
<tr>
<td>Apprenticeship</td>
<td>3</td>
<td>5 GCSEs or 2 A-levels / NVQ Level 3</td>
</tr>
<tr>
<td>Higher</td>
<td>4-5</td>
<td>HND / HNC / Foundation or Honours Degree</td>
</tr>
<tr>
<td>Degree</td>
<td>6</td>
<td>Bachelor’s Degree</td>
</tr>
</tbody>
</table>

How to get involved

Apprentices in Wales would follow an Apprenticeship Framework suitable to their needs and level. As an employer you should work with your training provider to consider the framework that is most suitable.

**Step 1**
Choose an Apprenticeship framework in your industry at a suitable level. We can help you find an approved training provider that offers an Apprenticeship framework to suit your business.

**Step 2**
Contact an approved training provider that can help you find an Apprenticeship to suit your business. The training providers will work with your business to deliver high quality work-based learning programmes and will handle your apprentices training, qualification and assessment.

**Step 3**
Advertise your Apprenticeship vacancy through the Apprenticeship Matching Service and find an apprentice that is right for your business.

**Step 4**
Negotiate a salary that will reflect the skills and experience of the individual. You may also be required to contribute towards some of the training costs.

The Apprenticeship Levy

**What does it mean for your business?**
The Apprenticeship Levy is a UK-wide employment tax introduced by the UK Government that came into force on 6 April 2017. The Levy applies to all UK employers, and employers with an annual ‘pay bill’ of £3 million or more will have to pay the Levy. It is collected across the whole of the UK by HM Revenue and Customs through the PAYE.