

Business, Accounting & Retail

Apprenticeship Standard in Business Admin

Campus: Rotherham College

Code: F21ST02

Level: 3

About This Course

This course is delivered in small cohorts at certain points throughout the year.

The cohorts are a mixture of blending learning, with a mixture of online and face to face taught sessions.

What Will I Study?

The relevant knowledge, skills & behaviours within the Apprenticeship standard such as stakeholders, business fundamentals, quality, IT skills and external environment factors.

English
& Maths @ Level 2 if applicable.

Why Study Here?

- **Industry experts provide all teaching materials**

 - **Access to a wide range of facilities and campus' across our College group**

 - **Partnered with nationally recognised awarding bodies**

 - **Dedicated account manager for your employer**
- Personalised advice & guidance on how to best achieve your career goals**

Entry Requirements

- **Apprentices will be required to have or achieve level 2 English and maths prior to taking end-point assessment.**

How To Apply

Apply on our website or contact our Employer Partnerships Team on 01709 513333 or email enquires@rnntesting.co.uk

What Courses Can I Progress Onto?

Team Leader Apprenticeship Standard Level 3 where progressed into a supervisory role.

Tuition Fees

Contact

our Employer Partnerships Team to discuss how your business access funding on 01709 513147 or email enquires@rntraining.co.uk.

This course is funded via the Apprenticeship Service.

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