

Accounting Hairdressing

Aeronautical

Business Administration

Beauty Therapy

Boatbuilding Information Technology

Wood Occupations

**A LEARNERS' GUIDE TO**

Handcrafted Furniture

Media

**APPRENTICESHIPS**

Construction

Hospitality & Catering

Warehousing & Distribution

Plumbing Engineering

Marine Engineering

Retail

Healthcare

Motor Vehicle

Teaching Support

Sport



# What is an apprenticeship?

The Cornwall College Group has helped over 10,000 people into apprenticeships in the last 10 years. An apprenticeship is open to anyone over the age of 16 and with rising university fees, it's becoming an increasingly popular option. Apprenticeships often lead on to full-time employment in careers with excellent job prospects and in some sectors the potential to earn significant salaries.

An apprenticeship is the perfect option to allow you to start or keep earning while receiving on and off the job training. As well as being paid, you will work towards nationally recognised qualifications with the full support of Cornwall College and your employer.

## 1 ► REAL WORK EXPERIENCE

An apprenticeship will give you nationally recognised qualifications, as well as lots of hands on experience – this is a massive boost to your CV and very important to future employers.

## 2 ► START EARNING A WAGE

As an apprentice you have the opportunity to earn a wage alongside training. Salaries start from £3.30 per hour, however some employers will pay more.

## 3 ► THE FIRST STEP TO YOUR FUTURE

Wherever you see yourself in the future an apprenticeship is the ideal first step. You could go on to a permanent job, further training to increase your skills or even start your own business.


## 4 ► ALL THE SUPPORT YOU NEED TO GET YOU WHERE YOU WANT TO GO

Whether it's your first job or your next step, being an apprentice means being fully employed with all the usual staff benefits. You will study at Cornwall College with industry experts and like-minded people who will offer you great support.

## 5 ► OVER 80 DIFFERENT OPTIONS TO CHOOSE FROM

Cornwall College offers many different apprenticeships, ranging from business administration to construction, from IT to hairdressing. We can find the right one for you.

Talk to one of our recruitment team to find out more on: 0845 6099 599



***"I'm glad that I decided to do an apprenticeship rather than go to college full-time. You do have to work really hard but in return you get real experience where you gain good people skills and much more confidence. Another plus side is you also get paid a wage."***

**Bronte James,  
Hairdressing Apprentice, Cutting Edge**

**APPRENTICESHIP SUCCESS**

See Facebook for latest vacancies

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



## Work Trials

We offer the opportunity for you to take part in a 'work trial'. A work trial is part of the recruitment and selection process and enables you to get a better understanding of the job role. This will give you the chance to meet the employer, understand their business and see if the job role is something you would enjoy. The work trial is unpaid and its duration can be agreed by you and the employer.

The College recommends that up to three days trial would give you and the employer the opportunity to establish mutual suitability for the apprenticeship.

## How do I get an Apprenticeship?

Contact our Apprenticeship Recruitment Service on 0845 6099 599 or email [apprenticeships@cornwall.ac.uk](mailto:apprenticeships@cornwall.ac.uk). We have excellent links to a large variety of businesses and can help you find your perfect job! When you get in touch we will:

- Find out exactly what you want from your apprenticeship so we can send you details of vacancies you might be interested in.
- Offer you help with your CV and cover letter so you can start contacting employers.
- Recommend pre-apprenticeship courses and workshops that will enhance your CV and make you a stronger candidate.
- Help you with on-going advice and support.

You can also post or hand-deliver your CV and cover letter to businesses you'd like to work with, explaining that you are looking for an apprenticeship. In addition, keep checking [www.cornwall.ac.uk/apprenticeships](http://www.cornwall.ac.uk/apprenticeships) or like the new Apprenticeship Facebook - [www.facebook.com/tccgapprenticeships](http://www.facebook.com/tccgapprenticeships).

When you are offered a position let us know the good news!

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# Starting an Apprenticeship

Once in place, your customer advisor will visit you regularly to monitor your progress and assess the training undertaken in the workplace. Full support and guidance will be offered to you throughout the apprenticeship and any questions you have are welcomed.

## What happens after my Apprenticeship?

When you finish your apprenticeship you will have a qualification, the practical skills you've gained in college and the updated English, maths and ICT skills you'll need for your job.

Apprenticeships are highly regarded by many employers, because they offer real work experience. Many employers offer their apprentices a permanent position when they have completed their training.

### Apprenticeship Progression:



## What areas can I do an Apprenticeship in?

Accounting  
Aeronautical  
Agriculture  
Animal Care  
Bakery  
Beauty Therapy  
Boatbuilding  
Business Administration  
Butchery  
Brewing  
Chef\*  
Cleaning & Support Services  
Customer Service  
Dairy  
Early Years  
Eden Host\*  
Eden Chef\*  
Eden Gardener\*  
Electrical  
Engineering  
Engineering Maintenance  
Fabrication & Welding  
Facilities Service  
Fish & Shellfish  
Fish Frying  
Floristry  
Food & Beverage Service  
Food & Drink Manufacturing  
Food Manufacturing Excellence

Food Production & Cooking  
Forestry & Arboriculture  
Front of House\*  
Front of House Reception  
Fresh Produce  
Furniture Making  
Game & Wildlife Management  
Gas Fitting  
Greenkeeping - Sports Turf  
Groundworks  
Hairdressing  
Healthcare  
Horse Care  
Horticulture  
Outlets  
Horticulture - Hard Landscaping  
Hospitality Services  
Housekeeping  
Information Technology  
Journalism\*  
Land-based Engineering  
Licensed Hospitality  
Marine Engineering  
Mobile Plant Operations  
Motor Vehicle - Light Vehicles  
Motor Vehicle - Heavy Goods Vehicles  
Nail Services  
Outdoor Sports & Leisure  
Plant Operations

Plumbing  
Polymer Processing  
Roofing  
Sign Making  
Social Media  
Sport  
Sporting Excellence  
Travel & Tourism  
Trowel Occupations  
Warehousing & Distribution  
Waste Recycling  
Water Sports  
Web Media  
Web Development  
Wood Occupations

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# Your questions answered...

## **Do I have to pay anything to become an apprentice?**

No, while you are on an apprenticeship your employer pays you a salary and supports you while you undertake your training. Most of the training is on the job within the workplace, however the rest will be provided by The Cornwall College Group.

If you are 16 to 18 years old, all your training is free. However, if you are aged 19 or older your employer will need to contribute toward your training fees. For more information on this please speak to one of our recruitment advisors.

You will be supported throughout the apprenticeship by a designated customer advisor who will visit you in the workplace and provide support throughout your programme.

## **Do I get paid?**

Yes, all apprentices are paid a wage. The Apprentice National Minimum Wage is currently £3.30 per hour (depending on age). However, as skills develop many employers tend to increase wages.

## **How many hours a week do I have to work?**

You will be expected to work for a minimum of 30 hours a week, which includes your time spent at college. This may be different for certain apprenticeships, that offer block college training.

## **Is there an upper age limit for apprenticeships?**

No, there is no upper age limit.

## **How long does an apprenticeship take?**

The length of an apprenticeship varies depending on your prior skill levels, experience, the qualification being obtained and the industry sector. Generally, the apprenticeships that are offered by The Cornwall College Group take between one and four years to complete.

## **What time of year can I start?**

You can apply at any time of the year. When you begin the work-based training depends on the availability of a position within the business.

## **Can I do an apprenticeship with my current employer?**

Yes, if your employer agrees, you can become an apprentice where you work now.

## **How do I apply for a vacancy?**

Contact the recruitment team on 0845 6099 599  
Visit [www.apprenticeships.cornwall.ac.uk](http://www.apprenticeships.cornwall.ac.uk)



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