



FVA guide to Apprenticeships in Fife

This guide has been written for employability organisations looking to find out more about apprenticeships in Scotland.

[Skills Development Scotland](#) is the main apprenticeship support organisation in Scotland and should be contacted in the first instance for any support or advice, this guide is intended as a quick 'tour' and introduction to apprenticeships and where to find out further information.

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1. What is an apprenticeship?

Apprenticeships combine practical training in a job with study. Apprentices usually:

- work alongside experienced staff;
- gain job-specific skills;
- earn a wage and get holiday pay; and
- get time for study related to their role.

There are three main types of apprenticeship:

Foundation

A young person can sit a Foundation Apprenticeship over two years, usually starting in fifth year with their Highers and National 5s. The difference is, that they spend time away from school, at college and with an employer. So they get real, practical work experience.

Modern

With a Modern Apprenticeship (MA) people learn on the job, and get the experience they need, while working towards a qualification, all while getting paid.

There are more than 80 types of Modern Apprenticeship across hundreds of jobs, a full list of these can be found in section 8.

MA's offer a real alternative to full-time college or university through learning on the job. They are designed with employers and industry in mind, so that the best possible training is provided. Qualifications are accredited by the Scottish Qualifications Authority.

Graduate level

A Graduate Level Apprenticeship helps build the skills and knowledge that Scottish industries need. Apprentices will work, get paid, and achieve a degree – even up to master's level. They will spend most of their time learning on the job, but will also be a student at a university or college.

In 2017, there will be 19 courses on offer, across four subject areas, at eight different universities and colleges.

2. Levels of apprenticeship

Apprenticeships have equivalent educational levels.

SCQF* Level	Scottish Apprenticeship Family	Equivalent educational level
5	Some MAs ('craft')	National 5 (Std Grade Credit, Intermediate 2)
6	Foundation Apprenticeships / many MAs	Highers
7	MAs e.g. some in the Care sector	Advanced Highers / HNC
8	Some MAs / Graduate Level Apprenticeships	HND
9		Ordinary degree
10	Graduate Level Apprenticeships	Honours degree
11		Post-graduate, Masters
12	(none available at present)	PhD

*Scottish Credit and Qualifications Framework

Some apprenticeships may also give an additional qualification, such as a diploma.

3. Who can apply for an apprenticeship?

Anyone can apply for an apprenticeship. There is no age in theory, however, funding conditions do apply which may limit access to certain age groups.

Young people can apply for an apprenticeship while they're still at school, this would be a Foundation Apprenticeship.

4. Funding for apprenticeships

Funding for training

There is funding support for training from Skills Development Scotland towards the qualification element of the apprenticeship. These contracts are let annually.

This funding, however, does depend on the apprenticeship framework and on the training provider. A full list of the Modern Apprenticeship contributions can be found in section 8.

It is important to note that the cost remains the same for the training providers no matter the age of the person going through the apprenticeship. If funding does not cover the full cost of training then this may be requested from the employer, again this will depend on the training provider.

Funding for wage costs through Fife Job Contract

An employer can access support through the Fife Jobs Contract (FJC) for training or wage funding (note: FJC cannot fund both).

FJC pays up to 50% of the national minimum wage based on a 36 hour week for 26 weeks, however, conditions do apply to this.

Employers must complete a bid to apply to this fund. If they are applying for support towards the costs of training then they must specify this in the bid, otherwise they will be applying for wage support.

Employers can access training through any training provider while receiving support from FJC if they are receiving support with wage costs.

To find out more or to access the employer bid information contact Ann Salt:

E-mail - Ann.Salt@fife.gov.uk

Telephone - 03451 55 55 55, Ext 406729

5. The Apprenticeship Levy

All UK employers with annual salary bills of more than £3 million now pay an apprenticeship levy.

The Scottish Government's response to the UK Government Apprenticeship Levy sets out how they will use the £221m of Levy funding over 2017/18 to support skills, training and employment in Scotland. This includes the delivery of 30,000 Modern Apprenticeship starts per year by 2020, and the establishment of a Workforce Development Fund to help employers up-skill and re-skill their workforce.

The Minister for Employability and Training, Jamie Hepburn, has emphasised that the fund will be developed with the input of employers through the Scottish Apprenticeship Advisory Board.

6. The Scottish Apprenticeship Advisory Board (SAAB)

The Scottish Apprenticeship Advisory Board (SAAB) gives employers and industry a leading role in developing apprenticeships in Scotland. Their knowledge and experience will help inform decisions about the future of apprenticeships.

This will ensure apprenticeships develop to meet industry and economic need, fair work, and job opportunities. So, employers can be confident that apprenticeships are designed to build the right skills for their businesses, and apprentices will know their qualification can properly prepare them for work in their industry.

The Board was created following recommendations from the Commission for Developing Scotland's Young Workforce. It's led by employers and representatives from industry bodies across a range of sectors.

Skills Development Scotland will work with the Board to ensure a demand-led, responsive and adaptive work-based learning system for employers and the Scottish economy.

More information on both these topics can be found in the useful links in section 7.

7. Useful links

This is not intended to be an exhaustive list of information, but is instead a list to key information on apprenticeships both nationally and locally.

Information on Apprenticeships	
Skills Development Scotland	www.skillsdevelopmentscotland.co.uk
Construction Industry Training Board (CITB)	www.citb.co.uk/citb-apprenticeships
Engineering Construction Industry Training Board (ECITB)	www.ecitb.org.uk/Apprenticeships-Careers
Official Apprenticeship Website	www.apprenticeships.scot
SQA – apprenticeships	www.sqa.org.uk/sqa/71722.6772.html
Finding apprenticeship vacancies and where to advertise	
Apprenticeships in Scotland	http://apprenticeshipsinscotland.com
Apprenticeships. Scot	www.apprenticeships.scot
Find Apprenticeships	www.findapprenticeships.co.uk
My Job Scotland	www.myjobscotland.gov.uk/your-career/apprenticeships
My World of Work	www.myworldofwork.co.uk/getting-job/apprenticeships
NHS Scotland	www.careers.nhs.scot/apprenticeships
Opportunities Fife	https://my.opportunitiesfife.org
QA Apprenticeships	http://apprenticeships.qa.com
Rate My Apprenticeship	www.ratemyapprenticeship.co.uk
Total Jobs	www.totaljobs.com/jobs/apprenticeship/in-fife
Universal Job Match	https://www.gov.uk/jobsearch
Local Training Providers	
MA training providers	https://www.apprenticeships.scot/take-on-an-apprentice/modern-apprenticeships/find-a-training-provider
Fife College	Lewis Gale - lewisgale@fife.ac.uk
Fife Council	Ian Murray - Ian.Murray@fife.gov.uk

8. List of Modern Apprenticeships and funding contributions



MA Contribution
Table 2017-18.pdf

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