

Professional Apprenticeships at Teesside University



Chartered Manager (BA Hons) Degree Apprenticeship



Professional Apprenticeships at Teesside University



**Where
knowledge**



**meets
experience**

At Teesside University we deliver future-facing apprenticeships, developed in partnership with industry and enriched by international academic excellence in research and innovation.

We create future industry leaders and businesses that contribute to the growth, as well as the social and cultural success of our local and national economies.

Enriched by research,
informed by industry





Chartered Manager Degree Apprenticeship (CMDA)

Duration:

- 3 ½ year programme

Consists of:

- BA (Hons) Management Practice
- L5 Diploma Leadership & Management from the CMI (Chartered Managers Institute)

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Chartered Manager Degree Apprenticeship (CMDA)

What is the purpose of this programme?

- Development of well-rounded knowledge/skill-set for 'operational' managers

Who is the intended audience?

- Wide range of learners on CMDA
- 'Hands-on Managers'
- From supervisors, new managers to experienced middle managers

What is a Higher Degree Apprenticeship?

- **Combination of:**
- Academic Study
 - (degree or masters)
- Industry Accreditation
- Work-based learning

Applicants must be employed in a suitable role in England

How are they funded?

- Apprenticeship Levy £22,000
 - Large organisations who pay the Levy – 100% fee paid monthly directly from the Levy
- Government co-investment - £1,100
 - Non-Levy paying organisations pay 5% of total cost with Government paying the remaining 95%.

BA (Hons) Management Practice

- Full degree, delivered to suit students working full time
- Interactive approach and delivery, employment focused
 - Avoidance of using case studies - emphasis on practical experience
- Course Leader, Module Leader support
 - Students are also supported by an Apprenticeship Quality Coach (Assessor) - meeting every 12 weeks



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Year	Trimester	Level	Credits	Module
1	Trimester 1	4	20	Work Based Learning
		4	20	Personal Effectiveness
	Trimester 2	4	20	The Business Environment
		4	20	The Business Planning Process
	Trimester 3	4	20	Introduction to Business Finance
		4	20	Sales and Marketing
2	Trimester 1	5	20	Human Resource and Talent Management
		5	20	Dynamics of Organisational Change
	Trimester 2	5	20	Project Planning
		5	20	Research Skills
	Trimester 3	5	20	Digital Business
		5	20	Leading & Managing People and Organisations
3	Trimester 1	6	20	Strategic Management & Intrapreneurship/Professional Project
	Trimester 2	6	20	Advanced Leadership Performance/Professional Project
		6	20	Contemporary Issues in Management Practice/Professional Project
	Trimester 3	6	60	Professional Project



Delivery

Purpose	Days	Year 1	Year 2	Year 3	Total
Induction	1 per delivery	1			1
On campus masterclasses	2 per module	12	12	8	32
Annual On Campus Industry Conf	1 per year	1	1	1	3
Continuation Touchpoints	2 per year	2	2	2	6
TOTAL		16	15	11	42

**Approximately 6 weeks per module*

- 2 x on-campus masterclasses split over the 6 week period.

Apprenticeship / L5 CMI Diploma / Chartership

Alongside degree studies, learners will:

1. Apply the learning in their work setting and create a **portfolio** of evidence - real-time application of learning
2. Undertake minimum 6 hours per week off the job training
3. Record engagement on course at last every 4 weeks (**essential to avoid enforced interruption of studies**)
4. Meet with an Apprenticeship Quality Coach every 12 weeks (with employer) to track progress

End Point Assessment (EPA) process:

1. Submission of portfolio
2. EPA: Presentation and professional discussion to evidence competency; knowledge, skills and behaviours

Panel: CMI representative

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Off the job training

- Course delivery
- Research /study
- Work-shadowing
- *Relevant* additional training
- Application of learning into duties / developmental tasks & projects



THE DEGREE APPRENTICESHIP JOURNEY



Apprenticeship requirements 1:

Entry Requirements:

- A Levels or other Level 3 qualifications

However,

- We welcome applicants without conventional qualifications taking into account alternative qualifications and experience.
- Some applicants may have higher qualifications (e.g. a degree) in another discipline.

Applicants **must** be able to evidence English and Maths at grade C/4 (or alternative qualification) prior to application



Apprenticeship requirements 2:

Job Role / Evidence requirements:

1. Strategy: *Feeding* into strategic direction within the organisation from a department level upward
2. Management: Line management responsibility of staff (could be 1 member of staff) and/or, project management (where project resource includes people/staff)
3. Finance/Budgets: Responsible for budget (however small)

Next steps.....

- **Chartered Manager** cohorts start September, January and May each academic year
- **Next programme May 2024**
- Induction – Wednesday 15th May 2024
- Teaching begins – Tuesday 21st May 2024
- *Applicants must be available to attend the induction session and first teaching day.*

Deadline for applications:

Friday 5th April 2024(Online application must be complete)



Next steps (actions).....

Applicant

Gather Evidence

- Qualification certificates (highest and English and Maths)
- Job Description
- CV
- ID (passport/drivers license)

Employer Info

- Provide name, position and contact details for authorising line manager / supervisor
- Provide name, position and contact details for authorising DAS account manager (if applicable).
Persons responsible for apprenticeship funding.

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Employer

Documentation

- We will need a copy of your Employers Liability Insurance
- We will issue a H&S declarations form
- We will issue a Apprenticeship Funding Agreement to sign and return

DAS

- **Non-Levy** – A DAS account will need creating if you don't already have one active. We can provide additional support and guidance for this. Once the account has been opened funding must be reserved for the designated apprentice.
- **Levy** - creation of learner cohort

Identify/confirm Mentor (guidance provided)

- Provide name, position and contact details for nominated workplace mentor



Get in touch

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