

APPRENTICESHIPS
MINI GUIDE
2025/2026



On course for
Success!

wnc.ac.uk/apprenticeships
0800 121 8317



WHAT IS AN APPRENTICESHIP?

An apprenticeship is essentially a job with training that anyone over the age of 16 and living in the UK can apply for. As an apprentice, you will:

- Train alongside industry experts
- Gain essential experience
- Work towards nationally-recognised standards
- Complete training in-house with your employer or with a training provider such as a college
- Earn a wage
- Be entitled to company benefits (including paid holidays).

You may also work towards additional qualifications relevant to your role, including English, maths and ICT skills if you do not have a grade 4 or above.

Find out more about
apprenticeships
wnc.ac.uk/apprenticeships



FACTS ABOUT APPRENTICESHIPS*

1,500

...job roles, covering more than 170 industries across the UK.

1-5 years

...to complete, depending on your level and sector.

30hrs

...per week to complete in time with national guidelines.

90%

...of apprentices will stay in employment, with 71% staying on with the same UK employer.

Skills

...and knowledge you gain are tailored to both what employers want and a nationally-recognised standard of professional ability.

*information taken from gov.uk

HOW AM I ASSESSED?

At the end of your apprenticeship you will need to undertake a formal assessment to see if you fulfil all the skills required to undertake your role correctly.

WHICH APPRENTICESHIPS CAN I CHOOSE?

Have a look at the table below to get an idea of what you could learn...

	Level 2	3	4	5
Automotive				
Auto Care Technician	■			
Motor Vehicle Service and Maintenance		■		
Business, Retail and Management				
Business Administration		■		
Hire Controller	■			
Human Resources		■	■	
Learning and Development		■	■	
Peer Support Worker		■		
Retail	■	■	■	
Team Leadership and Management		■	■	■
Construction				
Bricklaying	■			
Carpentry and Joinery	■	■		
Civil Engineering Technician		■		
Gas Engineering Operative		■		
Low Carbon Heating Technician		■		
Painter and Decorator	■			
Plasterer	■			
Property Maintenance Operative	■			
Refrigeration Air Conditioning and Heat Pump Engineering Technician		■		
Wood Product Manufacturing Operative	■			
Digital and IT				
Information Communications Technician			■	
Multi-channel Marketer			■	
Education and Early Years				
Early Years Educator			■	
School Business Professional				■
Teaching Assistant			■	
Engineering				
Engineering (various routes/specialism)		■	■	■
Engineering and Manufacturing				■
Engineering Fitter			■	
Lean Manufacturing Operative		■		
Machining Technician			■	
Welding and Fabrication		■	■	
Hair and Beauty				
Beauty		■	■	
Hairdressing		■	■	
Finance				
Accounting (including AAT)		■	■	■
Transport and Logistics				
Driving Goods Vehicles		■		
Supply Chain			■	
Warehousing			■	



READY TO BE AN APPRENTICE?

Create a Plan B

Remember to keep your options open and apply for a college place too!

Whether you already know which company or industry you would like to work in or you are open to a few ideas, we can help you. To get started on your journey, follow the steps below:

Register your interest...
And our team will be in touch with more information about apprenticeships and current vacancies.

1 Register your interest

Visit wnc.ac.uk/apprenticeships and tell us what type of apprenticeship you're interested in. You will then receive an email asking for a few key details.

2 Build your profile

When you're ready to start your journey, we will get in touch to support you in taking a functional skills assessment in English, maths and ICT, and help you build your candidate profile.

3 Apply for an opportunity

Once you're ready, we will start to share relevant vacancies, discuss their entry requirements and help you apply. If you are available for opportunities straight away, we can begin working with you immediately, so get in touch!

4 Get started!

If your application is successful, we will help you prepare for your interview. If you then receive an offer, we will help you to get started in your new role.

Already have a company in mind?

If you already know someone who owns a business and would like to hire you as an apprentice, we can give advice and support to you and the business owner about getting started.

We're proud to work with...

Abacus Lighting	Nottingham City Homes
AF Switchgear Ltd	NHS England
Ashmere Nottinghamshire Ltd	Nottinghamshire Healthcare Trust
Briggs and Forrester	Nottinghamshire Police
Dawsongroup	Profine UK
Deanestor	R&D Tool and Engineering Ltd
Friction Marketing Company Ltd	Sherwood Forest Hospital Trust
Glenair UK Ltd	TEW Engineering Ltd
L'Oréal	Vaughandale Construction
Mansfield District Council	Yusen Logistics (UK) Ltd
Mark Leeson	
Matthews and Tannert	

Tips for applying for an apprenticeship

- 1 Put in the effort** – As with any job, you want your application to stand out so set time aside to concentrate on your application and make it unique.
- 2 Make a good first impression** – Double check your spelling, grammar and statements to show you pay attention to detail.
- 3 Practice and prepare** – As part of your application, you will need to successfully pass an interview. Give yourself the best chance of succeeding by working with the college's apprenticeship and support teams. They can help you to prepare for questions and help to manage any feelings of nerves or anxiety.
- 4 Be yourself** – Employers not only look for candidates with the right skills, but also the right attitude and values for their company. Tell them what achievements you're proud of, what motivates you and why you're different.
- 5 Don't get disheartened** – Sometimes things don't work out straight away, but that doesn't mean your journey ends there. We will continue to help you find the right opportunity so don't ever give up.

ATTEND AN APPRENTICESHIP EVENT

If you want to find out more, come along to an apprenticeship event where you can meet employers, view current vacancies and ask questions.

INFORMATION EVENT

Wednesday 12 February | 5.30-7.30pm

VACANCIES EVENT

Thursday 26 June | 5.30-7.30pm

MAIN COLLEGE OPEN EVENTS

Saturday 5 October | 10am-1pm

Saturday 16 November | 10am-1pm

Thursday 6 March | 5.30-7.30pm

Saturday 14 June | 10am-1pm

BOOK NOW
wnc.ac.uk/events



THE LEARNER ENGAGEMENT TEAM

Unsure about your next steps? Then speak to our friendly learner engagement team. They can meet with you on a 1-to-1 basis to look at all your options.

 learner.engagement@wnc.ac.uk

 **01623 900 990**



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