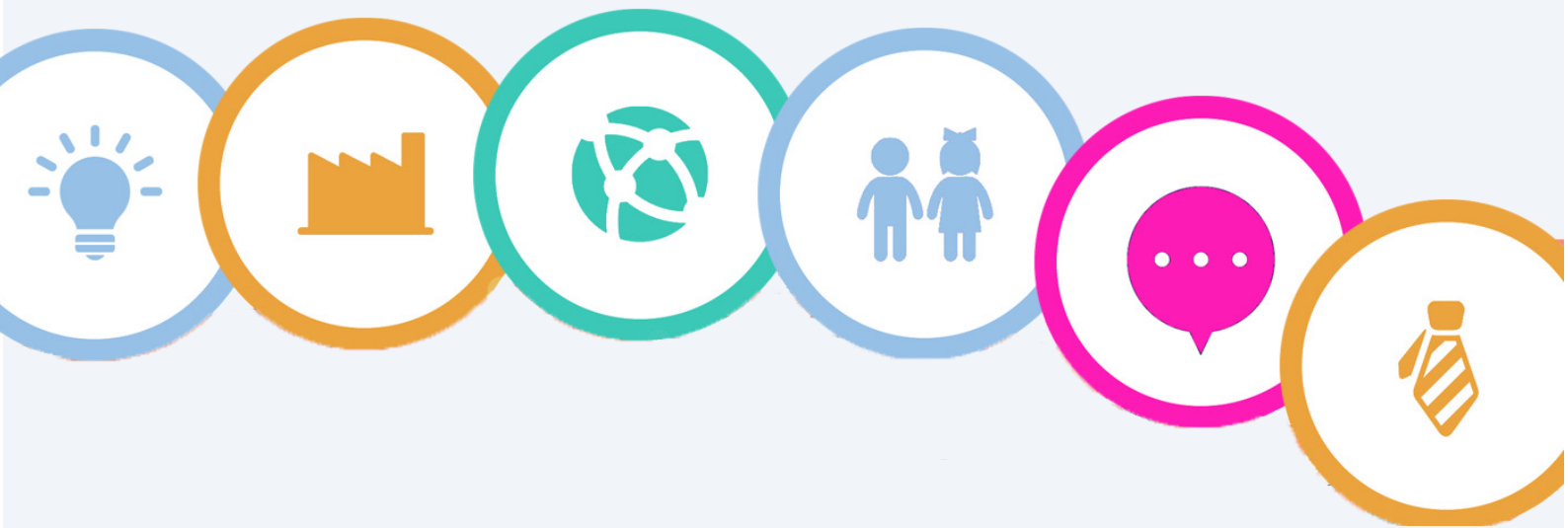




Hawk Training Programme Rates

From 1st August 2016 to 30th April 2017



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Programme Rates

There are various ways to access our courses and we're always happy to help you find out how you can learn and develop. We offer affordable prices with the flexibility of different payment methods.

This document sets out the costs and terms and conditions for the current Apprenticeship Frameworks as of 1st August 2016 to 31st April 2017.

There are a number of government eligibility criteria relating to our apprenticeship programmes. In order to attract full government funding, you must meet the criteria below:

Residential status

Learners must have a British passport or be an EEA citizen (EU citizen including Iceland, Liechtenstein, Switzerland and Norway).

Any individual with any of the statuses listed below is eligible to receive funding and is exempt from the three-year residency requirement rule.

- Refugee Status
- Discretionary Leave to Enter
- Discretionary Leave to Remain
- Exceptional Leave to Enter
- Exceptional Leave to Remain
- Indefinite Leave to Enter
- Indefinite Leave to Remain
- Humanitarian protection
- Leave Outside the Rules

Education

- Learners must not hold a degree, unless completing an apprenticeship at level 5 and above
- Learners must not currently be in full time education when starting the apprenticeship

Hours

You must work between 30 - 40 hours per week

Age

Those aged between 16-23 years attract full government funding for Apprenticeship programmes

Those aged 24 years and over will receive a proportion of the funding from Government and further deductions will be made for large employers (1000+ employees), therefore contributions will be required.

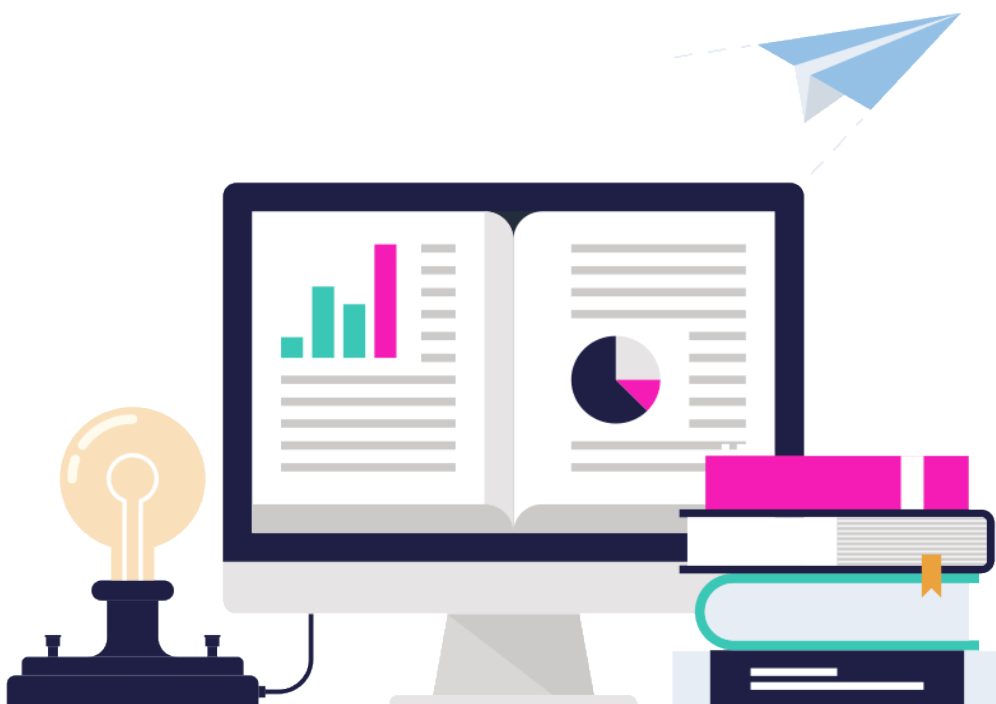
Employer Contribution

In terms of funding, a 'large employer' is an organisation that employs 1000+ members of staff. Organisations that are part of a chain, franchise or have a parent/sister company may fall into this category, despite their site having less than 1000 members of staff.

Employers that fall within the 'large employer' bracket will be required to pay a contribution for apprentices aged 24 or older.

Read the Terms and Conditions to learn more.

Level	Contribution per apprentice inc. VAT
Level 2	£420
Level 3	£540
Level 4	£780



Privately-funded Apprenticeships

In some cases an employer / learner may wish to pay for the course directly. Apprenticeship frameworks can comprise the following: Functional Skills (if applicable), Employment Rights and Responsibilities, Personal Learning and Thinking Skills, a knowledge component and a competence component. The following rates apply if learners are not eligible for government funding.

Read the Terms and Conditions to learn more.

Business Administration	Price (inc VAT)
Intermediate Apprenticeship	£2900.00
Advanced Apprenticeship	£3500.00
Higher Apprenticeship (Level 4)	£4500.00

Children and Young People's Workforce	Price (inc VAT)
Intermediate Apprenticeship	£3100.00
Advanced Apprenticeship (Early Years Educator)	£3800.00

IT User/IT Application Specialist	Price (inc VAT)
Intermediate Apprenticeship	£2500.00
Advanced Apprenticeship	£3200.00

Team Leading and Management	Price (inc VAT)
Intermediate Apprenticeship in Team Leading	£2700.00
Advanced Apprenticeship in Management	£3400.00
Higher Apprenticeship in Management (Level 4)	£4200.00
Higher Apprenticeship in Management (Level 5)	£4560.00

Warehousing and Storage	Price (inc VAT)
Intermediate Apprenticeship	£1900.00
Advanced Apprenticeship	£3000.00

Customer Service	Price (inc VAT)
Intermediate Apprenticeship	£2500.00
Advanced Apprenticeship	£3300.00

Non-Apprenticeship Programmes

These programmes are designed to demonstrate a learner's occupational competence and offer proof that you can do a job to the required standard whilst providing learning and skills development. Non-apprenticeship programmes exclude the requirement to complete Functional Skills (if applicable). These courses are

Business Administration	Price (inc VAT)
BTEC Level 2 Diploma	£2000.00
BTEC Level 3 Diploma	£2568.00
BTEC Level 4 Diploma	£4000.00

Children and Young People's Workforce	Price (inc VAT)
Level 2 Certificate	£2100.00
Level 3 Diploma (Early Years Educator)	£2880.00

IT User/IT Application Specialist	Price (inc VAT)
Level 2 Diploma	£1500.00
Level 3 Diploma	£2300.00

Team Leading and Management	Price (inc VAT)
BTEC Level 2 Diploma in Team Leading	£1800.00
BTEC Level 3 Diploma in Management	£2500.00
Level 5 NVQ Diploma in Management	£2900.00

Customer Service	Price (inc VAT)
Level 2 Diploma	£1600.00
Level 3 Diploma	£2300.00

Management and Leadership	Price (inc VAT)
CMI Level 5 Award	£1750.00
CMI Level 5 Certificate	£2750.00
CMI Level 5 Diploma	£3750.00

Education and Training Programmes

These programmes are designed to support learners wishing to teach in post-16 FE education. These courses are currently offered privately.

Read the Terms and Conditions to learn more.

Education and Training Programmes	Price (inc VAT)
Learning and Development Level 4	£3500.00
Level 3 Assessor Award (TAQA)	£750.00
Level 4 Internal Verifier Award (TAQA)	£600.00
Level 3 Award in Education and Training	£360.00
Level 4 Certificate in Education and Training	£780.00
Level 5 Diploma in Education and Training	£2200.00

Workshops

We have a range of highly experienced and qualified tutors to deliver training and development that meets the needs of our employers and apprentices. We are delivering key workshops that are designed to enhance skills and knowledge, whilst providing a real in depth understanding of how to tackle the everyday challenges of each sector.

		Rates (inc VAT)
Hawk apprentices and managers mentoring Hawk apprentices	Full Day 10:00am-4:00pm*	Free
Hawk apprentices and managers mentoring Hawk apprentices	Half Day 10:00am-1:00pm* or 1:00PM-3:00pm*	Free
Non-Hawk apprentices and managers mentoring non-Hawk apprentices	Full Day 10:00am-4:00pm*	£180.00
Non-Hawk apprentices and managers mentoring non-Hawk apprentices	Half Day 10:00am-1:00pm* or 1:00PM-3:00pm*	£90.00

**Times negotiable*

To find out more about the workshops we deliver, call us on 020 8891 0992

Advanced Learner Loans

Employers often cover the costs of courses that benefit both employees and the business. There are also alternative funding options such as government funding (pending eligibility) and Advanced Learner Loans.

Advanced Learner Loans are operated by the Student Loans Company and provides financial support to students across the UK wanting to study by taking out a loan in the UK.

Learners must be 19 or older on the first day of their course which must be at Level 3-6. Learners don't start paying the loan back until their annual salary exceeds £21,000.

Read and Terms and Conditions to learn more.

Programme	Price (inc VAT)
Level 4 Certificate in Education and Training	£780.00
Level 3 Children's Learning and Development (Early Years Educator)	£2880.00
Level 3 Business and Administration	£2568



Terms and Conditions

Funded Courses

1. Where Hawk Training receives funding from a UK Government agency through an apprenticeship programme, fees will not be payable by the relevant learner or employer for such courses. This applies, unless an employer contribution is required or the learner does not fulfil relevant eligibility requirements.
2. Further terms and conditions are applicable to apprenticeships and these will be discussed prior to or at the sign up meeting with the learner and employer. A copy of the documents can be provided in advance, on request.
3. If a government funded learner is signed off as a 'Leaver/Non Achiever' (e.g. because they no longer comply with the funding rules, or they no longer wish to do the programme) they are no longer entitled to attend sessions (either in person or live online) or to have access to Hawk Training's resources (including eTrack or Moodle).
4. Any employer contributions or full contributions made with respect to Apprenticeship programmes are non-refundable.
5. All government-funded learners completing an apprenticeship programme are required to successfully complete Functional Skills or GCSE qualifications (where necessary) in maths and English at the appropriate level for that framework, unless they are exempt (further details of exemptions will be provided prior to or at the sign up meeting). Failure to pass these Functional Skills qualifications will result in the apprenticeship not being awarded.

Non-Government Funded Courses

1. Enrolment on a course, together with the payment of the required fee, creates a binding agreement to follow the course in question and to pay the full fees for it.
2. All amounts quoted include VAT (where applicable), except where stated otherwise.
3. Where full payment is due by the employer or learner for the chosen programme, Hawk Training will send an invoice to the learner or employer of the agreed quotation following programme enrolment and Information Advice and Guidance.
4. Full payment in cleared funds of the programme fee will be due from the employer or learner within 7 days of receipt of the invoice. Tutor visits will not take place until full payment has been received.
5. The employer or learner is fully responsible for the payment of amounts due in all circumstances (including government funded courses where employer contributions are required and for any trainee whose employment is terminated or if a course is cancelled).

Terms and Conditions

Advanced Learner Loans

1. The Advanced Learner Loans are operated by the Student Loans Company and provide financial support to learners across the UK. The loans help learners to pay the fees of a programme with the expectation to pay it back once they earn £21,000 a year or more. Learners must be 19 or older on the first day of their course and choose a qualification at level 3- 6 with an approved college or training provider in England.
2. Repayments start the April following the completion of the course. The learner will pay back the loan (plus interest) when they complete the course. If the learner leaves employment or their income drops below £21,000 a year, then the repayments will stop.
3. Employers can work out repayments and deduct them from salaries with tax. At any point, the learner can pay back some, or the entire loan, at any time without any extra charge.
4. Further terms and conditions are applicable to learners and these will be discussed prior to enrolment. A copy of the documents can be provided in advance, on request.





Contact us

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