

# T-LEVELS



## Interested?

If you would like to apply for this course, please go onto the LMC website [lmc.ac.uk](http://lmc.ac.uk) and click 'Apply' in the top right, follow the steps, and our Admissions Team will be in touch with you.

For more information, advice and guidance contact Student & Learning Services:-

**01524 521385**

**0800 306306**

**[hello@lmc.ac.uk](mailto:hello@lmc.ac.uk)**



## The Student Guide to

# T-LEVELS

THE NEXT LEVEL QUALIFICATION





## The Student Guide to T Levels

T levels are new, government-backed, career focused qualifications for 16- to 19-year olds. They are equivalent to three A levels and are also backed by hundreds of British businesses, who helped to design the courses. The government has developed T Levels to deliver world-class technical education and give you a new choice after GCSEs.

As of September 2022, there are 16 different T levels to choose from, with even more being made available from September 2023.

Each two-year course has been designed with employers from multiple sectors and combines classroom study with a 45-day industry placement to prepare you for the world of work, or further study like a higher-level apprenticeship or university.

One T level is equivalent to three A levels and the course lasts for two years. They are a vocational alternative to A levels (because they focus on industry) and include practical study as well as classroom learning. They differ from apprenticeships because the study and working time is reversed.

Links:

[About T Levels for students | T Levels](#)

## How are T Levels different to other post-16 options?

**T levels are one of the main choices for you after GCSE alongside:**

- Apprenticeships for students who wish to learn a specific occupation 'on the job'
- A levels for students who wish to do academic education
- Vocational courses available in certain subject areas

Completing a T Level, you will spend 80% of your time in the classroom and 20% on a 45-day placement (dependent upon T Level and occupational specialism) with an employer to give you the skills and knowledge companies look for. The industry placement gives you the chance to learn what a real career is like while you continue your studies. There are no tuition fees to study a T Level if you start before you turn 19.

## What subject choices are there?

At Lancaster & Morecambe College there are three T level subjects available from September 2023, with more the start the following year. These all relate directly to workplace careers.

**The subjects are:**

- **Education and Childcare**
- **Health**
- **Management and Administration**

Links:

[T Level subjects | T Levels](#)

### Work well as part of a team

- Build good relationships with your colleagues, understand what your role in the team is and show positive attitude to working as part of a team
- Treat all colleagues with respect
- Listen effectively to all points of view and respond in a professional way
- Are a supportive team member, pro actively offering help and support to the team

### Communicate appropriately

- Use a polite and professional tone and language when communicating with colleagues and customers
- Produce clear, well written work which uses the right tone for the audience, and has very few or no mistakes
- Share your thoughts and present your ideas clearly
- Follow instructions and listen carefully to what you need to do
- Use positive and open body language, including maintaining eye contact, to show that you are approachable and ready to listen
- Are confident to check your understanding of tasks you've been asked to do, and ask for clarification as needed
- Take responsibility for your actions
- Are open to feedback and act on feedback given
- Are honest if you make a mistake and seek to learn from them, so it doesn't happen again

## Do you need more time to prepare for a T Level?

Think you might like to do a T Level, but need additional help to get ready to do one?

T levels give you a great head start in the field you would like to work in. Many of you will move to studying a T level straight after your GCSEs.

Others may not meet the entry requirements or may benefit from more time to get ready to study a T level. The Transition Programme has been created for this purpose.

The T level Transition Programme is a one-year post-GCSE study programme designed to prepare you for your chosen T Level, and can give you the relevant knowledge, practical and study skills you need to then begin the T level course of your choosing.

**This T level foundation year is available at Lancaster & Morecambe College in the following subjects:**

- **Education and Childcare**
- **Health**

You will also have to study maths and English (or science for some transition programmes) if you have not already achieved a grade 4 at GCSE. The transition programme will also help you to develop practical, technical and study skills and provide you with work experience to help you excel.

**We look forward to welcoming you onto the T Level programmes at Lancaster & Morecambe College.**





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## What is involved?

### T Level courses consist of the following:

- An approved technical qualification specific to the chosen industry area, with compulsory elements and occupational specialisms. This is the main, classroom-based part of the qualification. You will learn about your chosen sector through a curriculum designed by employers. This has two parts; the core theory (the knowledge and skills related to all occupations covered by the T Level) and the occupational specialism (knowledge and practical hands-on practical skills needed for a specific occupation or career).
- An industry placement in the chosen industry area
- English, maths and digital skills

When you pass your T-Level you will receive a nationally recognised certificate showing the overall grade and a breakdown of your achievements on the course. If you don't pass all elements of the T Level, you will receive a T Level statement of achievement outlining what has been completed.

T levels are assessed through externally set exams, an employer set project and synoptic assessments. The core components are graded from E to A\*. Occupational specialisms are awarded on a pass, merit or distinction basis.

An overall T level grade will be worked out from the grades you achieved on the core component and the occupational specialism. You will receive an overall grade of pass, merit, distinction or distinction\*.

The certificate will also confirm that you have completed the industry placement and met any additional mandatory requirements.

## Advantages of taking T Levels

T levels can offer a clear path to employment. They are ideal for those who enjoy learning through practical experience and real-life situations.

The industry placement provides first-hand work experience which is hugely beneficial, enabling you to get a feel for what it is like in the world of work. The placement can result in some students being offered jobs after you have completed the T level and for those going on to higher education, your work experience will be impressive on your application.

Businesses also really value transferable skills because they are essential to running a business well. Examples include communication, and teamwork.

T levels are an exciting new option that provide a recognised qualification tailored to industry skills and needs. They are a great choice for students who want to learn practical skills relevant to certain jobs.

## Qualifications needed to take T Levels

Individual courses need to be checked. There are specific entry requirements for each T Level subject. Please refer to the Lancaster & Morecambe College T Level website pages for more information.

Link:

[T Levels :: lmc.ac.uk](https://www.lmc.ac.uk)

## Industrial Placements

**The industry placements are a compulsory part of your T-Level and you must complete it to get your T Level certificate. To complete your placement, you must:**

- Make sufficient progress towards the learning goals set by your tutor and the employer before you start your placement. Your progress will be reviewed at regular review meetings with your tutor and line manager
- Spend at least 315 hours on placement (750 hours for the Early Years Educator T Level). This can include up to 35 hours of work taster activities, such as job shadowing or visits to different employers
- Work directly with 1 or 2 employers, in a real-life working environment

Your industrial placement gives you a great opportunity to put your learning into practice and develop your technical skills and knowledge for the industry your placement is in. It will help you to progress once you have finished your T Level, whether that is directly into employment, an apprenticeship or more education.

Your industrial placement is also a really important addition to your CV. It will make a big difference to your future job opportunities as it will help you to stand out against other job applicants.

### Your industrial placement will help you to:

- Gain the experience of being in a workplace setting
- Step out of your comfort zone and build confidence through interacting with professionals and meeting new people
- Identify what sort of job you would like to do, and what sort of organisation you would like to work for
- Build your network in the industry, connecting you with people who can give you advice and help you find future jobs
- Potentially secure a job or apprenticeship with the employer after you have completed your T Level

Your industry placement will allow you to develop your employability skills, which will help you to get a job and progress in your career. They are skills that allow you to do well in the workplace and include skills such as communication, teamwork, problem solving, using your initiative, time management, agility, creativity and independence.

College will help you find an industrial placement. They will help you to research employers, write a cover letter or email to employers to accompany your CV and help you to speak confidently to prospective employers on the phone. You might also have to attend an interview before being offered your industry placement.

### During placement you will be expected to:

- Complete the organisation's induction programme and any important training
- Apply the knowledge and skills that you learn in the classroom
- Work towards your learning goals and record your progress
- Attend regular meetings with your manager and tutor to discuss your progress
- Display professional standards of behaviour and attitudes
- Follow the organisation's policies and procedures
- Complete the agreed number of placement hours, making sure you record your hours in a time sheet on a weekly basis

Employers will expect you to behave in a professional way on your placement. You should have a positive and enthusiastic attitude, and want to learn and develop your skills, be happy to receive feedback, and want to make the most of this exciting opportunity.



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The information below sets out the professional behaviours and attitudes that you must demonstrate during the placement. If you cannot meet these your time with the organisation is likely to be short lived.

Meeting the placement hours requirement is a compulsory part of achieving the T Level qualification.

## Professional behaviours and attitudes overview

### Professional behaviours and attitudes you need to demonstrate in the workplace

#### Display professionalism

- Are you courteous and respectful to other staff members of the public
- Have good attendance and time keeping
- Are calm under pressure
- Are reliable, and contact your manager immediately and directly if you are unable to attend work due to illness or another reason
- Are enthusiastic and interested in your work
- Do not get distracted by personal issues or our mobile phone whilst at work, and only use your phone during formally recognised breaks or in a emergency
- Always adhere to organisational policy and procedures, including around health and safety, equal opportunities, equality and diversity, appropriate IT use, disciplinary procedures, and acceptable behaviour
- Maintain confidentiality regarding any of the information you access whilst on your placement. This includes not gossiping and keeping confidential any personal information that work colleagues share with you
- Do not do anything which may bring you and/or the education provider into disrepute ie. which would negatively affect the reputation of you and your education provider
- Dress appropriately for the employer's work environment

#### Produce results

- Complete your work to an agreed standard, with very few or no errors
- Are organised, plan your work effectively, prioritise tasks, work independently as needed and meet deadlines
- Always ask for support or clarify if you are unsure of what you need to do
- Want to learn to develop your skills
- Want to receive feedback and act on any feedback given

## Career focused learning

### The industry placement is designed to help you:

- Find out more about the career opportunities open to you
- Build essential skills, such as teamwork and communication, for your future employment
- Put your skills and knowledge into practice in the real world of work, and build contacts with employers

This understanding of the real world of work is incredibly valuable. As well as helping you to make more informed choices about your career pathway, you will gain experience that employers look for when it comes to hiring.

A T level would be appropriate for you if you prefer a practical approach to learning, but still want to remain mainly in the classroom and want to work towards a skilled occupation.

T Levels are studied five days a week.

## T Levels keep your options open

Going straight into employment is one option after completing a T-level and you will have a head start on the skills you will need in the workplace.

Alternatively, you could start an apprenticeship or higher-level studies including university. One T-level is the equivalent of three A-levels, so has the same UCAS points value (the system that calculates university offers).

## Are T Levels included in the UCAS Tariff?

T Levels are recognised by universities, so you can progress onto higher level study should you wish. Universities and colleges have been provided with a range of information to help understand the skills developed as part of a T level. It is important to check the course and university entry requirements if you have a specific university you would like to attend.

Links:

[About T Levels for students | T Levels](#)

[What Are T Levels? | Your Questions Answered | UCAS](#)

UCAS Tariff points	T Level overall grade	A Level
168	Distinction* (A* on the core and distinction in the occupational specialism)	AAA*
144	Distinction	AAA
120	Merit	BBB
96	Pass (C or above on the core)	CCC
72	Pass (D or E on the core)	DDD