BTEC Business - Extended Certificate

Awarding Body	PEARSON	**Specification Code**	360 GLH
Purpose of the course	The qualification is equivalent to one A Level, and it has been designed as a full two-year programme, taken alongside 2 A level's or another BTEC and A level. The qualification is recognised by higher education institutions as fully meeting admission requirements to many relevant courses in a variety of areas in the business sector, as single or joint programmes at degree, foundation degree or HND level.		
Entry requirements	English Language & Mathematics at grade 4		
Type of qualification	BTEC Level 3 National Extended Certificate		
Course contents	The Extended Certificate is designed to be the substantive part of a 16–19 study programme for learners who want a strong core of sector study. The qualification offers learners the right technical, academic and practical skills in order to become highly skilled, work-ready individuals. Skills and understanding employers and universities look for that will prepare them for further study or training. The course is made up of three mandatory units: • Business environments • Marketing - developing a campaign • Personal and business finance A further optional unit reflecting key business topics supplements the mandatory units. Currently we offer: • Recruitment and selection		
Assessment method	A combination of assessment styles for the 4 units, 2 are externally examined and 2 are internally assessed through a series of workplace related projects supplied and verified by the examining board. Mandatory content accounts for 83% of the qualification and external assessment 58%.		
Further studies	After this qualification, learners can progress directly to employment, however it is likely that many will do so via higher study. Areas of employment include junior business roles in marketing, administration, finance, events management, HR, marketing and other related areas in the business sector, including higher apprenticeships		
Subject Lead	Mrs C O'Neill		