

**Degree Apprenticeships Framework**

**Annex 11.1: Feasibility Assessment**

Once the Department proposing a new Degree Apprenticeship programme has identified a suitable Degree Apprenticeship standard, the following feasibility assessment needs to be completed for review and approval by the Degree Apprenticeship Panel.

After obtaining approval from the panel, the Department can proceed to submitting the required approval documentation to the Financial Performance and Planning Committee.

Once approved at FPPC programme approval paperwork should be submitted to the Programme and Module Approval Panel.

|  |  |
| --- | --- |
| Name and title of proposer |  |
| Faculty and Department |  |
| Proposed Course Lead |  |
| Proposed Department Professional Services contact |  |
| Title of proposed Degree Apprenticeship programme |  |
| Degree apprenticeship standard to be utilised |  |
| Is the standard fully approved by IfATE? (If no, what is the timeline for approval?) | Yes  No |
| What is rationale for wanting to deliver this degree apprenticeship programme?  Is there a clear sector need from employers? |  |
| On successful completion of the degree apprenticeship what are the next steps for the apprentice?  e.g level 8, industry recognised professional accreditation |  |
| Are any other HEIs offering similar programmes already?  If so, who would be UCL’s main competitors? |  |
| Is the standard integrated or non-integrated?  If non-integrated has an end point assessment organisation been identified? If so, who are they? |  |
| Which academic year are you planning to admit the first cohort of apprentices to the programme? |  |
| How many entry points per year are you planning on? What months will those entry points be? |  |
| Have you been approached by employers about apprenticeships?   If so, which ones? |  |
| Are you planning to offer the degree apprenticeship to UCL staff members?  If so staff in which functional areas of the University are likely to be interested in your programme? |  |
| Please indicate the number of apprentices that you would launch the programme with.   How many would you like to see on the programme per annum once fully established?  *Please append a spreadsheet indicating the estimated income/expenditure for your programme over the first five years in addition to stating the figures requested above.* |  |
| Do you require any additional space to run this programme?  If yes, please provide details of how that resource will be sourced. |  |

**Programme Design**

Please attach a detailed mapping of the programme learning outcomes and curriculum to the knowledge, skills and behaviours as mandated in the standard.

|  |  |
| --- | --- |
| How will the programme be delivered? Face to face, online, hybrid etc |  |
| How are you planning to include the minimum requirement of 6 hours per week off the job learning to study towards the degree apprenticeship? |  |
| If you are planning to run the apprenticeship alongside an existing programme. How will the degree apprenticeship integrate into your delivery? |  |
| How have/will you consulted with employers in the design of the programme? |  |
| What does the End Point Assessment include for this programme? |  |
| How does the programme curriculum, content and assessments prepare the students for the End Point Assessment? |  |

**Admissions**

|  |  |
| --- | --- |
| What entry requirements will you set for the programme?  Please consider the English and maths requirements of apprenticeships. |  |
| How will you manage recruitment and admissions with the employer? |  |

**Approvals**

|  |  |
| --- | --- |
| Proposer confirmation of submission including addendums for financial viability and learning outcome/knowledge, skills and behaviours mapping. | |
| Name |  |
| Signature |  |
| Date |  |
| Confirmation of Department support for the proposed Degree Apprenticeship | |
| Name |  |
| Signature |  |
| Date |  |
| Confirmation of Faculty support for the proposed Degree Apprenticeship | |
| Name |  |
| Signature |  |
| Date |  |
| Confirmation of approval by Degree Apprenticeship Panel | |
| Name |  |
| Signature |  |
| Date of meeting |  |
| Notes |  |