

# BUSINESS OCR LEVEL 3 Extended Diploma

Version 11/11

Subject Area	Qualification	Level	Awarding Body
Business	OCR Level 3 Extended Diploma in Business	Level 3	Ed Exel

## Course Summary

The programme is designed for young people aged 16 – 19 (if your programme is aimed primarily at young people but you regularly attract mature students please indicate that 'mature applicants are welcomed') to prepare them for future study, through a broad-based curriculum. The course allows students to gain knowledge and experience in a range of elements of Business.

## How will I be assessed?

The Edexcel BTEC Extended Diploma in Business is a 180-credit qualification that consists of four mandatory units plus optional units that provide for a combined total of 180 credits, each of which is assessed by a range of methods including written assessments, role play, presentations, discussions, posters and practical activities.

## Entry Requirements

This course is designed for learners who have achieved a minimum of five GCSE's at Grade C or above including English Language and Maths.

## How much time will I spend on the course?

The timetable will consist of diploma units totalling 180 credits, group and individual tutorials and Functional Skills input and development. This is usually spread over 3 1/2 days.

## How is the course taught?

There is a variety of methods including visiting speakers, formal lectures workshops and presentations. Students are required to work both individually and as part of a team, and will attend educational trips and visits to enhance their course.

## Where is the Course taught?

The course is taught at the main Redditch Campus

## Who is this course suitable for?

Anyone with an interest in a career in business or who wishes to progress on to Higher Education. continue education at university in a business related subject.

## What are the mandatory modules or units?

**Business Environment**  
**Business Resources**  
**Introduction to Marketing**  
**Business Communication**

## What materials do I have to provide?

Learners will need to be prepared with writing materials, calculator and learners may wish to purchase course books, however this is not compulsory.

## Are there any additional costs or specialist equipment required?

Learners will have the opportunity to participate in Educational Visits throughout the academic year and will be required to cover the costs of these trips\*.

\*You may be able to get help with the costs from the College's Learner Support Fund. More details are available from the Student Advice Guidance and Support team (01527) 572691.

## What can I do after this course?

Students achieving the full qualification may progress onto a HND or Degree course. Students may also choose to progress to further training or employment.

## What careers would this course be useful for?

The knowledge and experience developed within the course can be useful when seeking employment in Business. The skills gained on the course are also transferable to a range of job areas.

Subject Area	Qualification	Level	Awarding Body
Business	OCR Level 3 Extended Diploma in Business	Level 2	Ed Exel

---

## How do I apply / join this course?

You first need to complete an application form. You can find a form in the back of the Prospectus or you can call our Information Centre on (01527) 570020 and they will send you a form in the post. Alternatively you can complete the form on-line by visiting the College's website [www.ne-worcs.ac.uk](http://www.ne-worcs.ac.uk).

Once we have your form we will invite you to come into College and meet with a member of our teaching Team so you can ask any other questions you have. Usually at this meeting we will either offer you a place on the course you have applied for or, in some cases an alternative course.

## Can I get any financial support with the costs of study?

From September 2011, young people who need financial support to help them stay in Education or training after 16 can apply to NEW College for the new 16-19 Bursary Fund.

Those most in need will be eligible for a bursary of £1200 a year. This includes young people in care, care leavers, young people receiving income support and disabled young people receiving both Employment Support Allowance and Disability Living Allowance. Young people eligible for income support will include some teenage parents, young people estranged from their families, and those whose parents have died.

Other students facing financial difficulties may also be able to claim a bursary to help with costs of transport, food, equipment or other course-related costs.