

VENUE AND DURATION OF COURSE:

East Surrey College, Gatton Point, Redhill, RH1 2JX, 1 year Full-time.

ENTRY REQUIREMENTS:

5 GCSEs grade 9-3 (A*-D) including English and Maths or: BTEC Level 1 Diploma (Merit) and GCSE grades 9-3 (A*-D) in English and Maths

WHAT QUALIFICATIONS WILL I GET?

Business Level 2 BTEC Extended Certificate.

COURSE DESCRIPTION:

This qualification will give you experience and a wide range of knowledge and skills in Business. You will develop important skills needed by employers and it will provide the stepping stones for entry to employment. Students may prefer to progress to further study on the BTEC Level 3 Extended Diploma in Business, an apprenticeship or other training.

UNITS/TOPICS COVERED:

The Level 2 Extended Certificate consists of two core units, one mandatory unit and a range of optional units. You will be required to undertake GCSE retakes in English and Maths if you have not achieved grade 9-4 (A*-C) in English and Maths. Students will also participate in work experience or a work-based project during non-college days.

Core Units:

- Unit 1 – Enterprise in the Business World (Internal Assessment)
- Unit 2 – Finance for Business (External Assessment)

Mandatory Units:

- Unit 3 – Promoting a Brand:

Optional Units from the following list:

- Unit 9 Principles of Marketing
- Unit 5 Sales and Personal Selling
- Unit 14 Business Online
- Unit 15 Public Sector Business
- Unit 6 Retail in Business
- Unit 7 Providing Business Support
- Unit 8 Recruitment, Selection and Employment
- Unit 31 Managing Personal Finances

N.B: Optional Units are subject to change.



TYPE OF ASSESSMENT:

Unit 2 and Unit 9 are externally assessed with one online and one paper-based test. All other units are formally assessed by completed assignment work to meet deadlines.

EQUIPMENT NEEDED:

- USB stick
- Folder
- Pen
- Pencil
- Notepaper

WHERE CAN IT LEAD?

Obtaining a Merit or above in this course will allow you to move on to the Business Level 3 BTEC Extended Diploma or employment at a junior level.

COURSE FEE:

If you are under 19 on 31/08/2023, tuition is free. If you are 19 or over, please consult Client Services for advice and guidance on funding and eligibility.

Please be aware that there may be additional costs for equipment and educational visits. This information will be available from the curriculum staff at interview.

WHAT TO DO NEXT:

If you have any outstanding queries, please contact our Client Services team on 01737 788444 or at clientservices@esc.ac.uk.

To apply online for this course, please visit www.esc.ac.uk.

Disclaimer:

Every effort has been made to ensure that the details contained in this leaflet are up-to-date and accurate at the time of printing. However, the College reserves the right to alter or cancel courses, their content, entry requirements, fees or other details should circumstances dictate.

Should you require this leaflet in a different format please contact Client Services on 01737 788444.

