

How to reserve your Apprenticeship funding through the **Apprenticeship Service**

The Apprenticeship Service is designed to help employers access new apprenticeship standards, training providers and funding for apprenticeships through an online service account.

The Apprenticeship Service puts employers in control and allows you to reserve funding for apprenticeship training. It also allows you to choose the type of apprenticeships you want to start, the number of apprentices you take on, and the training provider that suits your needs.

By reserving funding in this way the Government will transfer 95% of the cost to the chosen provider and you (the employer) will fund the remaining 5% as your contribution.

Start to create your account here
<https://accounts.manage-apprenticeships.service.gov.uk/>

EXTRA SUPPORT FOR SMALL EMPLOYERS FEWER THAN 50 STAFF

Employers with fewer than 50 people working for them will not have to pay the 5% co-investment fee for an apprentice who is aged between:

- 16-18 years old
- 19-24 years old and who has previously been in care or who has an Education, Health and Care plan provided by their local authority

£1,000 EMPLOYER INCENTIVE FOR TRAINING YOUNGER APPRENTICES

Employers will receive £1,000 if the apprentice is aged between:

- 16-18 years old
- 19-24 years old and who has previously been in care or who has an Education, Health and Care plan provided by their local authority

The incentive is paid in two equal instalments. £500 after three months and a further £500 after 12 months.

SEE OVERLEAF FOR NEW ADDITIONAL
GOVERNMENT INCENTIVES



Education & Skills
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Apprenticeship Service Funding

NEW GOVERNMENT INCENTIVE PAYMENT FOR HIRING APPRENTICES

From the 1 August 2020 until the 31 January 2021, businesses taking on new apprentices can claim further incentive payments of:

- £2,000 for a 16 to 24-year-old
- £1,500 for apprentices aged 25 or older

You must apply for the incentive directly to the ESFA when registering to reserve your funding.

- Claims can be made from the 1 September for qualifying apprentices taken on from the 1 August
- Eligibility for the cash, requires that the apprentice must:
 - not have been employed by the employer within the 6 months prior to their start date
 - be a new employee to the business
 - have a contract of employment start date between 01/08/20 – 31/01/21 (inclusive)

Payment will be made into your online account in two equal instalments, where the apprentice is still in learning at day 90 and day 365.

Payments for eligible apprentices starting between 1 August and 30 September will be made in January 2021.

It means that you can now receive up to £3,000 each for hiring 16 to 18-year-old apprentices.

TO REGISTER with the Apprenticeship Service and to claim the additional government grant incentives, you will need to create an account at:

<https://accounts.manage-apprenticeships.service.gov.uk>

CONTACT OUR EMPLOYER
ENGAGEMENT TEAM FOR
MORE INFORMATION

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