



CITY AND ISLINGTON
COLLEGE

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Westminster
Kingsway College

The College of
Haringey, Enfield
and North East London



Capital
City
College
Training

Team Leadership and Management - Business and Administration - T Level

We are excited to introduce our brand-new Management and Administration T Level, commencing in September 2024. Designed for ambitious minds, this course offers a dynamic blend of academic knowledge and practical skills, preparing you for a successful career in the thriving world of business management and administration

Each T Level is equivalent to 3 A Levels, intending to support young people to develop their skills, and knowledge to thrive in the workplace. You will choose different T Level specialisms and develop the key skills required in the industry.

A Passion for Business: Whether you aspire to be an entrepreneur, a business leader, or an administrative expert, our course is the perfect starting point.

A Commitment to Learning: We value students who are enthusiastic about gaining both theoretical knowledge and practical skills

WHAT WILL I STUDY?

Industry-Aligned Curriculum: Dive into a comprehensive program developed in collaboration with business leaders and industry experts, ensuring you gain relevant, up-to-date knowledge and skills that employers value.

The T Level in Business Administration and Management helps students to learn about business operations and strategic leadership.

The core subject includes:

- Business Context
- People Skills
- Quality Compliance
- Project
- Change Management

WHAT WILL I NEED?

Start Date: 2 September 2024

Duration: 2 Years

Attendance: Full Time

Location: Camden Road Centre

<https://www.capitalccg.ac.uk/candi/course/course-detail/pdf/39901/>



Capital City
College Group

www.capitalccg.ac.uk

- 5 GCSEs at Grade 5 or above Including Maths and English

HOW WILL I BE ASSESSED?

You will gain:

- An overall grade for the T Level, shown as pass, merit, distinction or distinction
- A separate grade for the core component, using A* to E
- A separate grade for each occupational specialism, shown as pass, merit or distinction

You will also be assessed on your portfolio, project-based work and exams in the core units.

WHAT WILL IT COST?

AGED 16-18

If you will be aged 16, 17 or 18 on 31st August prior to the start date of your course and you have the legal right to remain in the UK for the duration of your programme then your study with us will be free. Please see [here](#) for the documents you will need to show us.

Some courses will have other associated costs, such as for specialist materials and trips. Many of our students are eligible for financial support, see [here](#) for details.

WHAT CAN I DO AFTER?

A Passion for Business: Whether you aspire to be an entrepreneur, a business leader, or an administrative expert, our course is the perfect starting point.

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