

T Level in Management and Administration information for Higher Education Providers

	Description	
What are T Levels?	T Levels were introduced by the government and are a full-time two-year Level 3 programme of study that provides students with the technical knowledge and practical skills valued by industry.	
Who are T Levels for?	T Levels are aimed at 16-to-19-year-old students who want to continue their post-16 technical education and gain knowledge and skills to progress into higher education and/or employment. They will become one of the main choices as an alternative to A levels and apprenticeships straight after GCSEs.	
What is the core purpose of the qualification?	The core element of a T Level TQ in Management and Administration will develop students' knowledge in a range of topics such as project management, research and analysis techniques, approaches to logical problem solving, and how to develop effective business communication skills. They will learn about the commercial side of business, including organisational structures and cultures, financial management, and how to manage and influence stakeholders. Students will also study an occupational specialism within the Management and Administration TQ.	
What are the progression routes?	Students can to continue to higher-level technical studies or onto a degree level apprenticeship.	
Example of the progression routes to higher education may include	<ul style="list-style-type: none"> • International Business Management • Business Management with Law • Business Management and Leadership • Business and Globalisation • Business and Marketing Management 	<ul style="list-style-type: none"> • Communication and Business Studies • Business Management in Practice • Business with International Business • Management
How are T Levels structured?	<p>A T Level is made up of a number of components</p> <ul style="list-style-type: none"> • Technical Qualification (TQ) • Industry placement of a minimum of 315 hours • Employability, enrichment and pastoral requirements <p>Students must continue to study maths and English if they haven't already achieved Level 2 (GCSE grade 4). HEIs may have a prerequisite requirement for maths and English.</p>	

<p>How is the Technical Qualification in the T Level assessed?</p>	<p>The core component consists of an externally set and externally marked written exam (two dated papers consisting of a mix of short, structured, and challenging extended response questions).</p> <p>A substantial employer-set project (ESP) that is externally set and externally marked. The ESP is a timed controlled assessment consisting of a well defined industry style brief. The brief will be complex and non-routine, and will require the use of relevant maths, English, and digital skills. The core is graded A*-E the same as an A level.</p> <p>The occupational specialism (OS) is a substantial synoptic assignment made up of a series of tasks assessing application of occupational knowledge and skills. OSs are externally set, internally marked, and externally moderated; graded Pass, Merit, and Distinction.</p>																																	
<p>How are T Levels graded?</p>	<p>Students who complete their T Level will receive an overall grade of Pass, Merit, Distinction or Distinction*. They will get a nationally recognised certificate which will show their overall grade and a breakdown of what they have achieved.</p> <p>Management and Administration T Levels grading table</p> <table border="1" data-bbox="341 698 1295 1113"> <thead> <tr> <th colspan="2" rowspan="2"></th> <th colspan="3">Occupational Specialism Grade</th> </tr> <tr> <th>Distinction</th> <th>Merit</th> <th>Pass</th> </tr> </thead> <tbody> <tr> <td rowspan="6">Core Component Grade</td> <td>A*</td> <td>Distinction*</td> <td>Distinction</td> <td>Distinction</td> </tr> <tr> <td>A</td> <td>Distinction</td> <td>Distinction</td> <td>Merit</td> </tr> <tr> <td>B</td> <td>Distinction</td> <td>Merit</td> <td>Merit</td> </tr> <tr> <td>C</td> <td>Distinction</td> <td>Merit</td> <td>Pass</td> </tr> <tr> <td>D</td> <td>Merit</td> <td>Merit</td> <td>Pass</td> </tr> <tr> <td>E</td> <td>Merit</td> <td>Pass</td> <td>Pass</td> </tr> </tbody> </table>			Occupational Specialism Grade			Distinction	Merit	Pass	Core Component Grade	A*	Distinction*	Distinction	Distinction	A	Distinction	Distinction	Merit	B	Distinction	Merit	Merit	C	Distinction	Merit	Pass	D	Merit	Merit	Pass	E	Merit	Pass	Pass
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<p>What UCAS Tariff points are available?</p>	<p>UCAS points are allocated to the overall T Level grade, and to support students that partially achieve their T Level, UCAS tariff points are available for both elements of the TQ:</p> <ul style="list-style-type: none"> • Pass for core component and completion of industry placement • Pass for occupational specialism and completion of industry placement <p>Students must achieve at least an overall pass grade to receive UCAS points. The size and rigour of a T Level programme is comparable to a 3 A level programme. Therefore, T Levels will attract UCAS points in line with those allocated to 3 A levels. This alignment is based on a notional comparison of standards with A levels and other level 3 qualifications.</p> <table border="1" data-bbox="341 1503 1391 1800"> <thead> <tr> <th>UCAS tariff points</th> <th>Description</th> <th>A level</th> </tr> </thead> <tbody> <tr> <td>168</td> <td>Distinction*</td> <td>A* A* A*</td> </tr> <tr> <td>144</td> <td>Distinction</td> <td>AAA</td> </tr> <tr> <td>120</td> <td>Merit</td> <td>BBB</td> </tr> <tr> <td>96</td> <td>Pass (C or above on the core)</td> <td>CCC</td> </tr> <tr> <td>72</td> <td>Pass (D or E on the core)</td> <td>DDD</td> </tr> </tbody> </table>	UCAS tariff points	Description	A level	168	Distinction*	A* A* A*	144	Distinction	AAA	120	Merit	BBB	96	Pass (C or above on the core)	CCC	72	Pass (D or E on the core)	DDD															
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<p>Do you require further information?</p>	<p>Download City & Guilds HEI admissions guide and DfE occupational maps Tel: 0300 303 5352 Email: Technical.Quality@cityandguilds.com Visit: cityandguilds.com/tlevels/business</p>																																	