



Department
for Education



Department
for Business
Innovation & Skills

Minister for Skills and
Equalities

1 Victoria Street
London
SW1H 0ET
T +44 (0) 20 7215.5000
E enquiries@bis.gov.uk
www.gov.uk/bis
www.education.gov.uk

Dear Apprentice,

Many congratulations on starting your apprenticeship. This will be a fantastic opportunity to improve your long term career prospects, whether you are starting out in your first job, or progressing at work.

You are the latest in a long and successful tradition of apprentices in this country, developing cutting edge skills that will help you get ahead in the workplace. You will also be part of a large and growing community of some three-quarters of a million apprentices in over 200,000 workplaces. So apprenticeships offer more opportunities than ever to help you progress to the top of your profession.

An apprenticeship gives you the chance to gain new skills and knowledge which employers really value. By completing an apprenticeship, you will be more likely to be employed in the future and can look forward to earning significantly more over the course of your career. Our research shows that those who achieve an Intermediate Level Apprenticeship earn an average of £48,000 to £74,000 more over their lifetime than those with lower level qualifications. This rises to between £77,000 and £117,000 for Advanced Level Apprenticeships.

Your employer will support your training and pay you at least the hourly National Minimum Wage. From 1 October 2014, this is £2.73 if you are 16-18 years old. If you are aged 19 or over, it is £2.73 for your first year of training, rising to £5.13 if you are aged 19-20 and £6.50 if you are aged 21 or over. If you want any advice on your pay, you can contact the Pay and Work Rights Helpline on 0800 917 2368 or visit www.gov.uk/national-minimum-wage.

Apprenticeships give you the opportunity to learn and earn at the same time. During your apprenticeship, the Government, on behalf of the taxpayer, will invest in your training to help you gain high quality recognised qualifications. I hope these will help you to succeed in your current job and also give you the confidence to achieve more in your career as you progress.

I am very pleased that you have taken this important step to advance your career and wish you every success with your apprenticeship.

A handwritten signature in black ink, appearing to read 'Nick Boles'. The signature is written in a cursive, flowing style with a large initial 'N'.

NICK BOLES MP