

Explaining the

Non-Levy

Find out how you can take advantage of your non-levy position, making apprenticeships in your business a realistic possibility.

What is the non-levy?

The non-levy is a pot of government funding that is available for small employers. A smaller employer/ company is classed as one with an annual salary bill of less than £3million. Non levy employers will share the cost of the training and assessing their apprenticeship with the government - this is called co-investment.

Important Information!

If the learner is 16-18yrs and the employer employs less than 50 staff then there is no contribution to pay at all.



What contribution may the employer have to contribute?

Non-levy paying employers will share the cost of training and assessing their apprentices with government (co-investment)

The co-investment rate has changed for new apprenticeships starting on or after 1 April 2019. They will now pay 5% towards the cost of apprenticeship training. The government will pay the rest (95%) up to the funding band maximum

At the moment the 5% costs of the EYE is £300 the employer would need to contribute, this can be paid all at once or on a quarterly basis and in each case they will be issued with an invoice when any agreed payment is due.

If an employer is interested in different qualification areas, please check if this is on a standard (involves EPA) and if the 5% contribution may differ for this qual area.

Below is a list of current standards and costs

Apprenticeship Course	Full Course Price	Government Funding	Cost to You
Early Years Level 2 (12 months in learning/3 EPA)	£4,000	£3,800	£200
Early Years Level 3 (15 months in learning/3 EPA)	£6,000	£5,700	£300
Management Level 3 (18 months in learning/3 EPA)	£4,500	£4,275	£225
Management Level 5 (18 months in learning/3 EPA)	£7,000	£6,650	£350
Catering Level 2 (15 months in learning/3 EPA)	£5,000	£5,750	£250
Catering Level 3(15 months in learning/3 EPA)	£4,000	£3,800	£200

**Course prices are per learner*

How is the employer able to access the non-levy?

Please note the following must apply for all new starts on the non-levy accounts:

- Apprenticeship Standards only
- Can reserve funding for up to 3 apprentices per employer
- 5% contribution still required

The employer will require:

- Organisation Companies House or Charity number
- Government Gateway Login for your PAYE schemes (You will need to register for HMRC's online services if you don't already have Government Gateway credentials) using the link below
<https://www.gov.uk/log-in-register-hmrc-online-services/register>
- Busy Bees Education and Training UKPRN number - 10085899

How to create your DAS account

To set up the account:

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

Select - Create an Account

You will need - First name; last name; email address; password (Password requires upper and lowercase letters, a number and at least 8 characters)

Select - Set me up

You will then receive an email confirming the details

Once the account is set up:

Please use the following link -

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

- Click on Start
- It will ask if you have used this system previously
 - Please select the appropriate answer
- It will remind you the requirements needed to access your account
- Further fields will then appear to set up as user on behalf of the Organisation

Adding Busy Bees Education and Training as your Training Provider

Step 1:

- Click on Find Training Section you will then need to Search for Training Provider
- Search via our UKPRN of 10085899 and then click on 'find Provider'
- Details will then be returned to confirm Busy Bees Education and Training as your preferred Training Provider

You will then need to Reserve funding for Apprentices.

Step 2:

- If you would prefer us to Reserve your Apprentices details, you'll need to give us permission to do so (when you add us as your preferred provider) OR
- You can Reserve your own Apprentices

Tel: 01543 711 150

Email: enquiries@bbtraining.com

Web: busybeestraining.co.uk

