Purpose Statement

Name of regulated qualification	
QN: 601/7160/1	Title: Pearson BTEC Level 3 National Extended Diploma in Business

Overview

The business sector

There are many different career paths for those who wish to work within the business sector. These include management, human resources, finance, marketing and business information management to name but a few, with the opportunity to work both in the UK and internationally.

Who is this qualification for?

The **Pearson BTEC Level 3 National Extended Diploma in Business**, which is 1080 GLH, is intended to be an Applied General qualification for post-16 students wanting to continue their education through applied learning, and who aim to progress to higher education and ultimately to employment, possibly in the business sector. The qualification is wide-ranging and is equivalent in size to 3 A levels. It has been designed as a full-time two-year programme of learning.

No prior study of the sector is needed, but you should normally have a range of achievement at level 2, in GCSEs or equivalent qualifications.

What does the qualification cover?

The content of this qualification has been developed in consultation with academics to ensure that it supports progression to higher education. In addition, employers and professional bodies have been involved and consulted, in order to confirm that the content is appropriate and consistent with current practice if you choose to enter employment in the business sector.

The qualification provides the knowledge, understanding and skills that will prepare you for further study or training; including the opportunity to choose several topics from a selection of options reflecting the progression pathways within business.

Everyone taking this qualification will study seven mandatory units, covering the following content areas:

- exploring the business environment
- developing a marketing campaign
- personal and business finance
- managing an event
- international business
- principles of management
- business decision making.

The mandatory content allows you to concentrate on the development of your business skills over an extended period.

You will also choose six optional units, which have been designed to support progression to more specialist business-related courses in higher education and to link with relevant occupational areas, such as marketing, financial services and human resources. This will allow you to focus more on a specialist area in which you wish to develop your knowledge and skills. The optional units cover topics such as:

- human resources
- accounting
- financial services
- marketing
- retail
- law.

The qualification includes an optional work experience unit, which would enable you to benefit from practical experience of the sector.

What could this qualification lead to?

Will the qualification lead to further learning?

In addition to the business sector-specific content outlined above, the requirements of the qualification mean that you will develop the transferable and higher-order skills that are highly regarded by higher education and employers. For example, the study of principles of management requires you to research and provide evidence to support proposed management solutions, and then to evaluate and justify your propositions, basing your responses on different case scenarios. This activity requires the application of the higher-order skills of evaluation, reflection and justification. Business Decision Making is a synoptic unit in which you will identify and apply the concepts and theories developed in previous units to a business case study, so demonstrating your understanding in an integrated way.

The qualification carries UCAS points and is recognised by higher education providers as meeting admission requirements to many relevant courses, for example:

- BSc (Hons) in Business and Management
- BA and BSc (Hons) in Business and Finance
- BSc (Hons) in International Management
- BA (Hons) in Events Management
- BA (Hons) in Marketing/Marketing and Business
- BSc (Hons) in Business with Human Resource Management
- HND in Business (several pathways including some links to professional bodies' endorsement).

If identified combinations of optional units are taken, you may be successful in gaining direct access to professional body qualifications, including the Chartered Institute of Procurement and Supply (CIPS), the Chartered Institute of Personnel and Development (CIPD) and the Chartered Institute of Marketing (CIM). This will help your progression to higher education as many of these professional bodies also endorse university degree programmes.

You should always check the entry requirements for degree programmes at specific higher education providers.

Why choose this size of qualification?

If there are larger and/or smaller versions of this qualification, or it is available at different skills levels, why should you take this particular one?

The **Pearson BTEC Level 3 National Extended Diploma in Business** is the largest qualification in the suite and is equivalent in size to 3 A levels. It is typically the sole qualification in a two-year full-time 16–19 study programme and will provide you with a comprehensive coverage of the business sector. It will allow you to focus your study on this sector with a view to progressing, primarily, to a business-related degree.

The suite also includes the following qualifications:

The **Pearson BTEC Level 3 National Certificate in Business**, which is the smallest qualification in the suite and equivalent in size to 0.5 of an A level. It is ideal if you are interested in getting an introduction to the business sector, and when studied within a full-time study programme alongside other subjects, it can support progression to one of a wide range of higher education courses.

The **Pearson BTEC Level 3 National Extended Certificate in Business**, which is equivalent in size to 1 A level. It will allow you to learn the broad fundamentals about the business sector and, when studied alongside other subjects within a full-time study programme, it can support progression to a degree programme related to business or to one of a wide range of other higher education courses.

The **Pearson BTEC Level 3 National Foundation Diploma in Business**, which is equivalent in size to 1.5 A levels. It is ideal for you if you are looking for a one-year course of full-time study, or for a qualification that runs alongside another area of study that contrasts or complements the qualification, over a two-year full-time study programme. It is ideal for you if you want to study a degree programme in business or in business combined with another complementary subject.

The **Pearson BTEC Level 3 National Diploma in Business**, which is equivalent in size to 2 A levels. It typically makes up two-thirds of a two-year full-time16–19 study programme, and is normally taken alongside another level 3 qualification. It will enable you to focus the main part of your study on this sector, with a view to progressing to a degree subject related to business or possibly to a complementary subject area. The additional qualification studied will allow you either to give breadth to your study by choosing a contrasting subject, or to give your studies more focus by choosing a complementary subject.

For more detail about the other qualifications listed here, and the different progression opportunities they particularly support, please refer to their statements of purpose.

Who supports this qualification?

Professional or trade bodies

CIPS (Chartered Institute of Procurement and Supply)

CIPD (Chartered Institute of Personnel and Development)

CMI (Chartered Management Institute)

Employers

John Lewis

Barclays Bank

Lloyds Commercial Banking

The Co-operative Group

Peter Jones Foundation

Footwork First

Let's Talk Shop

Saracens RFU

RPMC

Nielsen

Waltham Estates

Further and Higher Education

The University of Manchester
University of Sheffield
University of Exeter
University of East Anglia
University of Huddersfield
University of Chichester
Kingston University
Southampton Solent University
University College Birmingham
University of the West of England
Harper Adams University