

**COMPREHENSIVE,  
SUPPORTIVE AND SUCCESSFUL  
APPRENTICESHIP PROGRAMMES**



**BUSINESS ANALYST LEVEL 4 AND  
SERVICE DESIGNER LEVEL 6  
APPRENTICESHIPS**

## 8 REASONS TO CHOOSE ASSISTKD

- 1 Rated '**Outstanding**' by Ofsted.
- 2 **98%** success rate.
- 3 Fully audited, with regular, expert one-to-one mentoring and 16 days of taught courses.
- 4 A maximum 1:12 mentor to apprentice ratio.
- 5 High completion, pass and distinction rates.
- 6 Apprentices can expect dedicated wellbeing and pastoral support from our Apprenticeships team.
- 7 AssistKD are the originators of the **Level 4 Business Analysis Apprenticeship** and have taken a leading role in developing the A4Q Service Designer Certification scheme.
- 8 A comprehensive suite of e-learning materials available to enable flexible learning and reinforce classroom-based tuition.

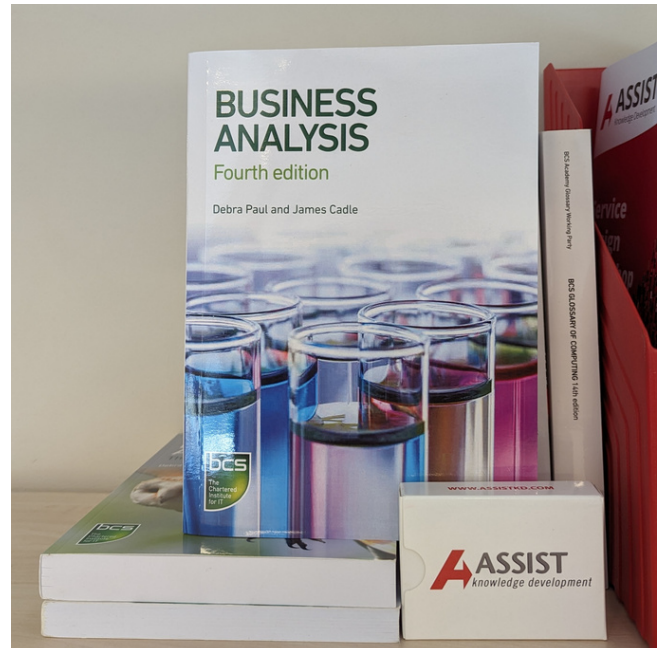


**Apprentices** benefit from training and one-to-one mentoring from expert practitioners, applying their new skills and understanding in the workplace.

**Employers** unlock the potential of existing employees and new starters, developing in-house expertise. The skills apprentices learn more than repay the time and cost of the training.

## WE WROTE THE BOOK ON BUSINESS ANALYSIS

AssistKD is the UK's leading business analysis training company and thought leaders in business analysis, sponsoring the **BA Manager Forum** and the **Business Analyst of the Year Award**. All of our trainers and mentors for the **Level 4 Business Analyst Apprenticeship scheme** are experienced BA practitioners, offering a wealth of practical knowledge.



## DEVELOPERS OF THE NEW A4Q SERVICE DESIGN CERTIFICATION

### HOW TO BECOME AN A4Q CERTIFIED SERVICE DESIGNER

#### 3 MANDATORY MODULES



#### PLUS 1 ELECTIVE MODULE



Approved by the government in March 2023, the Level 6 Service Designer Apprenticeship is a clear pathway for career progression for anyone interested in becoming a qualified Service Designer. Having taken the lead in developing the **A4Q Service Designer qualification** over the past 4 years, AssistKD is proud to support this new apprenticeship with our **Level 6 Service Designer Apprenticeship scheme**.



# OUTSTANDING SUPPORT FOR APPRENTICES

**Business Analyst** and **Service Designer** apprentices can expect outstanding support from our Apprenticeships Team, our trainers and their dedicated mentors. We use the Bud apprenticeship management software, an apprentice and mentor portal designed to help make the apprenticeship journey simple, smooth and efficient.

## The Bud apprenticeship management system



Allows apprentices to interact with their mentors and the AssistKD Apprenticeships Team.



Engaging and interactive, Bud makes it easy for apprentices to plan and keep on top of their work



Guides and supports apprentices of all abilities through End-Point Assessment.



Includes built-in progress tracking.



Level of support, learning materials and communication can be tailored to meet additional needs.



Is also accessible via the Bud mobile App.

Grow your own talent with the **AssistKD Business Analyst and Service Designer Apprenticeship schemes**. Develop new starters and existing employees who already understand your business, instead of recruiting trained professionals in a competitive market.

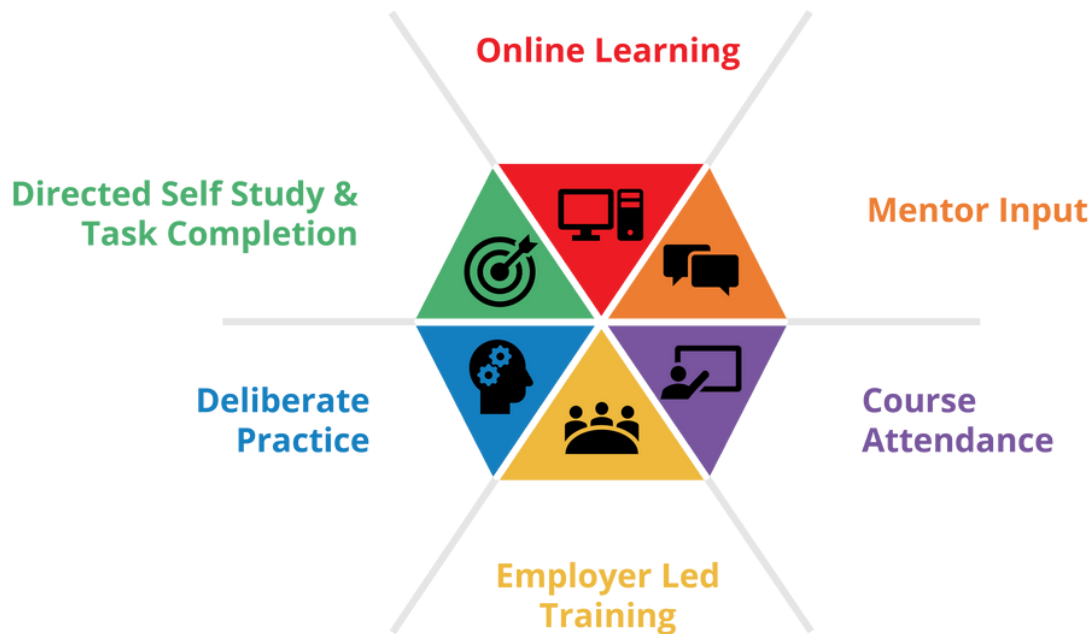
Our many partner employers include Allianz, Aviva, Ordnance Survey, the Department for Work and Pensions and the Nationwide Building Society.

**[Read more about our Outstanding Ofsted rating.](#)**



# THE ASSISTKD APPROACH

AssistKD offers a healthy mix of different modes of learning, to support learners with differing learning styles and needs. Each individual apprentice benefits from a **tailored programme** which is based on an in-depth assessment of their individual needs.



[CLICK HERE TO VIEW THE  
BUSINESS ANALYSIS  
OCCUPATIONAL STANDARD](#)



[CLICK HERE TO VIEW THE  
SERVICE DESIGN  
OCCUPATIONAL STANDARD](#)



# DON'T JUST TAKE OUR WORD FOR IT...

## EMPLOYERS SAY...

"An excellent experience for our nominees, and the support provided by the mentors is fantastic. Anyone I have dealt with at AssistKD has been extremely helpful and responsive."

"Very structured and thorough."



## APPRENTICES SAY...

"Assist KD are easy to communicate with and quick to help with queries."

"I like the combination of eLearning with courses, and the sample materials for portfolios."

"The resources and support are second to none."

"Organised and engaging."

"Mentor support is fantastic."

"A great way to build confidence by interacting with different groups and refining essential BA skills."



## GET IN TOUCH

For more information on the AssistKD Level 4 Business Analyst and Level 6 Service Designer apprenticeship schemes, please get in touch with us by phone on **01844 211665**, by email on [\*\*apprenticeships@assistkd.com\*\*](mailto:apprenticeships@assistkd.com) or through our website.

Our team would be happy to talk you through how our apprenticeships could work for you.



**01844 211665**



**apprenticeships@assistkd.com**



**www.assistkd.com**

*“Apprentices are enthusiastic about their learning at AssistKD. They are very well supported by staff, who listen to them and help them to resolve concerns successfully. As a result, apprentices become very adept...quickly.”*

**Ofsted, January 2023**