



Access to Apprenticeship

INFORMATION HANDBOOK

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About Us

TU Dublin is Ireland's largest provider of craft apprenticeship education. The Access to Apprenticeship Programme is an innovative educational programme which provides a stepping stone for young people who are interested in apprenticeships.

Our mission is to promote access, diversity and inclusion in craft apprenticeship through supporting young people into careers in skilled employment. We work with some of the largest apprenticeship employers in the country, as well as with small to medium companies. Collaboration and engagement with industry is at the heart of the success of the TU Dublin Access to Apprenticeship programme.

The course is aimed at young women and men aged between 16 and 24 living in Dublin or within commutable distance who experience social and economic barriers to work and/or education.

The Access to Apprenticeship Programme is a fulltime, 12 week programme, which runs three times a year (September, January and April). The programme introduces students to a wide range of apprenticeships and apprentice employers, and develops students technical skill, confidence and understanding of the career paths provided through apprenticeship.



Students study 3 core modules:

Skill Sampling: Students undertake practical skills workshops across 14 different trades including Electrical, Plumbing, Metal Fabrication, Sheet Metal Work, MAMF (Fitting), Industrial Insulation, Refrigeration & Air Conditioning, Motor Mechanics, Heavy Vehicle Mechanics, Vehicle Body Repair, Aircraft Mechanics, Wood Manufacturing, Brick and Stone, Painting and Decorating & ICT.

Personal and Professional Development: Students hone their employability skills through developing their interview skills, C.V and cover letters practice, and practical job hunting and networking skills. Students also focuses on developing self-motivation, self-awareness and self-reflection, communication and team work skills.

Employer Engagement and Work Placement: Students participate in employer engagement events to help them gain a better understanding of workplaces & employer expectations. It offers students networking opportunities with a range of companies and builds their confidence to interact positively with employers. TU Dublin supports students to get a two week work placement.

Programme Outcomes

'The programme enables us to assess the potential apprentices in the workplace and to identify candidates who want to work, want to train and who really want to be an apprentice.'

Brendan Kearns, Director, Designer Group



WHERE STUDENTS HAVE PROGRESSED TO:



70%

OF STUDENTS SECURED AN APPRENTICESHIP

79

YOUNG PEOPLE FROM SOCIO-ECONOMICALLY DISADVANTAGED BACKGROUNDS IN APPRENTICESHIP SINCE 2018

83%

OF GRADUATES STILL IN THEIR APPRENTICESHIP AFTER ONE YEAR OR MORE

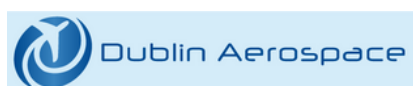
15%

OF STUDENTS THAT PROGRESSED INTO APPRENTICESHIPS WERE FEMALE



Employer Network and Digital Badge Award

The TU Dublin Access to Apprenticeship programme was proud to launch its Employer Digital Badge in March 2021. The Digital Badge was awarded to 30 companies in recognition of their contribution and support for the programme, its students and its diversity and inclusion mission. Below is a full list of companies supporting the programme and its students.



Entry Requirements

Applicants must be between the ages of 16 to 24 years old.

Access to Apprenticeship Programme

T OLLSCOIL TEICNEOLAÍOCHTA
BHAILÉ ÁTHA CLIATH
DUBLIN
TECHNOLOGICAL
UNIVERSITY DUBLIN

APPLY NOW

Education requirements:

(See Section 3 of application form)

Below are a list of qualifications that are accepted:

- One Year QQI/FETAC Level 5 Pre-Apprenticeship Qualification (Full certificate)
- Junior Certificate (5 grades D's or higher)
- Leaving Certificate Applied (50 credits)
- Leaving Certificate (3 grades D's or higher, or equivalent)
- QQI/FETAC Level 3 Major Awards (minimum 6 modules including 3 core – Communication, Mathematics OR Application of Number and Functional Mathematics Personal Effectiveness OR Personal & Interpersonal Skills)
- QQI/FETAC Level 4 Major Awards (Minimum 5 modules)
- QQI/FETAC Level 5 Major Awards (Minimum 5 modules)

Access Criteria:

(See Section 2 of application form)

- Parent(s) or Guardian(s) have not gone to college (Higher Education)
- Applicant has attended a **DEIS school**
- Applicant or applicant's parent/guardian is in receipt of a **medical card** (please provide copy of card)
- Applicant lives in an **area of disadvantage**
- Gross family **Income** was on or below €45,790 (Please provide a P21 and/or DSP Form and/or Self Assessment)
- Applicant is in care or has been in care of the state (Please provide a letter from Tusla) *

Applicants must satisfy 3 of the above criteria.

*If applicants are or have been in care of the state and provide a letter from Tusla they do not need to satisfy any other Access Criteria.



Application Process

A completed application form must be emailed or posted on or before the application deadline.

The Application Form:

The application form can be downloaded from the website:

<https://www.tudublin.ie/study/apprenticeships/access-to-apprenticeship/>

Or email accesstoapprenticeship@tudublin.ie to request an application form.

Section 1:

Your Personal Details:

- Please complete all sections, include a passport sized photo, your Eircode and have an active email address.

Section 2:

Access Criteria:

- Applicants must satisfy 3 of the access criteria for e.g. applicants attended a DEIS school, live in an area of disadvantage and applicant's parents/guardians did not attend higher education.
- If applicants are unsure whether they meet the criteria please contact the Access to Apprenticeship team by email or phone – accesstoapprenticeship@tudublin.ie or (086) 013 6965.

*If applicants are or have been in care of the state and provide a letter from Tusla they do not need to satisfy any other Access Criteria.

Section 3:

Education

- Please complete this section & include an official statement of results/copy of your qualifications with the application form.

Section 4:

Employment/Work Experience

- Please complete this section and include any work experience you may have done through school or any voluntary work.
- Please include details of any payment you are in receipt of.

Section 5:

Personal Statement

- Please address the questions to the best of your ability & explain why you want to participate in the Access to Apprenticeship Programme.

Appendix A

- Only applicable if you ticked that you or your parent's/guardian's are in receipt of a means-tested social welfare payment or as evidence of meeting the income threshold requirements.

Appendix B

- Please provide a reference for e.g. from applicants previous school, youth club, coach or employer.

Section 6:

- Submitting your application – checklist



Completed application forms can be emailed or posted

Email: accesstoapprenticeship@tudublin.ie

Postal address: Therese Fitzgerald, Access to Apprenticeship, TU Dublin Bolton St, Dublin 1, D01K822 pg 4

Application Process Cont 'd

After you apply, what are the next steps?



Recruitment Process

- Interview with the Programme Team
- An online colour vision test

*This is not an official test if it indicates that an applicant has any colour vision issues we will recommend that they take an official test at their local opticians.

Offer of a place

Successful applicants will be emailed an offer of a place on the programme.

Additional information:

- The Programme is FREE.
- It includes PPE gear, Safepass & Manual Handling Training.
- Students can also get their official SOLAS colour vision test completed and stamped.
- Eligible students can apply for the Education, Training and Development option (Payment) through Intreo. Please follow this link with more information about the payment & the qualifying conditions:
https://www.citizensinformation.ie/en/social_welfare/social_welfare_payments/back_to_education/education_training_and_development_option.html

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Outreach Activities

Programme Information Session's

The Access to Apprenticeship Programme Team:

- Provide programme information sessions virtually and in person to Schools, Further Education Training Centre's, Youtreachs, Community Agencies etc
- Can deliver on campus programme information sessions and arrange a tour of the college.
- Can provide support with completing the application form.

PLEASE CONTACT THE PROGRAMME TEAM:

Email:
accesstoapprenticeship@tudublin.ie

Phone:
(086) 013 6965

Women in Apprenticeship

A key objective of the Access to Apprenticeship programme is to increase the participation of women in craft apprenticeships. Women make up less than 1% of registered craft apprentices nationally. The Access to Apprenticeship Programme has developed a suit of activities to promote craft apprenticeships to young women:

TRY A TRADE Day's:

- This event provides interested young woman (between the ages of 16 -24 years old) with an opportunity to 'have a go' at craft based apprenticeships. The 'Try a Trade' event is free. The activities are interactive, informative and offer interested participants access to some of the basic skills needed for craft apprenticeships. If you are interested in participating in a Try A Trade Day's please complete this [expression of interest form](#)

Women in Apprenticeship OPEN Day's & webinars:

- These events are part of our diversity and inclusion work promoting craft apprenticeship as a career path for women. Check out last year's '[Women in Apprenticeship](#)' webinar

'Women Building the Future':

- We run a women in apprenticeship networking lunch group. This is designed to support female craft apprentices and our female Access to Apprenticeship students to meet other women working in craft apprenticeship and to build their professional network.



Contact Us

Access to Apprenticeship
TU Dublin,
Bolton St, Dublin 1
D01 K822

+35386 013 6965
accesstoapprenticeship@tudublin.ie

<https://www.tudublin.ie/study/apprenticeships/access-to-apprenticeship/>

Bobby Maher

Programme Manager

Email: bobby.maher@tudublin.ie

Therese Fitzgerald

Programme Officer

Email: therese.fitzgerald@tudublin.ie

GRADUATE COMMENTS

"I really enjoyed my time on the programme. It gave me a clear indication of what trade route I want to go down. Bobby and Therese were very helpful to me and continue to be even when my time on the course has finished and I'd encourage anyone to apply for the course as it's something I look back on now with very good memories!"

'Just want to say thanks wouldn't be where I am today without all the help from you and Bobby, few funny memories and met a few mates for life'

"It was a privilege to take part in the A2A program. It made me realise what I wanted to do as a career I'm glad I graduated from it"

I would just like to thank access to apprenticeship program for getting me where I am today. I am currently starting my new job as an apprentice plumber for Dublin City council couldn't ask for better job, I would also like to thank Therese & Bobby for helping us through the course and organising the trips to the workshops.

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