

# T Level Legal Services - Business, Finance and Employment

## Course Overview

The thrill of the law underpins every day of your two-year business, finance and employment T level. From the beginning, you apply legal context to project and change management approaches, you dive into regulation and risk and you learn the fundamentals of law and financial accounting. By year two, specialist content is your focus as you start to identify the legal services career that most appeals to you. Performance outcomes lead your choices and help you make career-creating decisions. After growing your confidence in well-organised, insightful classroom sessions you step into a legal business practice for 45-day industry placement to learn the ropes of day to day life and give you an understanding of what a legal career is like.

## What you will learn

In the first year, you get a clear understanding of the business environment you're preparing yourself for and learn which careers are available to you in the legal world. As you consider your future role, you build a foundation of professionalism, regulation and ethics, so you know what's expected of you as part of the industry. In practical sessions, using enlightening case studies and interesting discussions with your tutors and classmates, your new knowledge reaches into: - third party professional services - fundamentals of law and financial accounting - digital and emerging technology, digital transformation and digital tools - data driven innovation, analytics and design thinking - research skills - project and change management approaches in legal contexts

By year two, you have a clear idea of the legal path you want to take and start the specialist content that will support you as you enter criminal-legal services, criminal justice or social welfare employment. In preparation for an exciting, hands-on career, you learn the intricacies to - assist with the inception, progression and completion of legal services - carry out legal and factual research and present findings both orally and in writing - draft legal documents and standard legal communications for review by a supervisor With the refined skills you learn in year two, you will impress your employer from day one.

## Entry Requirements

You need to be between 16 and 18 on 31 August of the year you start the course. You should have 5 GCSEs at Grade 5 or above, including maths and English. We can accept alternative equivalent qualifications. Before you start, we work with you to make sure this is the right qualification for you and that you have all the support, guidance and specific training you need.

## How you will be assessed

There are several formal assessments during the two years: external exams, controlled assessments, practical summary assignments and an employer-led set project. Together, the assessments generate an overall grade of pass, merit, distinction or distinction\*. At the end of your T level, you receive a nationally recognised certificate with a clear breakdown of your achievements. The T level can be worth up to 168 UCAS points.

## Course Fees

There are no tuition fees to study a T level if you start before you are 19 years old but there will be material costs that will need to be paid at the start of the course. This course is for under 19s only.

## Course Progression

Your legal services: business, finance and employment T level puts you on course for an interesting and varied career. With your T level, you can confidently hope for a career as a business assistant in legal services or an executive officer (EO) caseworker in the Home Office. You might, instead, choose to take a paralegal or level 4 conveyancing technician apprenticeship. Or as this T level is worth up to 168 UCAS points, you could also consider progressing to a degree in law, criminology or business studies. Your careers adviser has personalised guidance and can help you refine your path in management and administration.

## What Happens Next

Apply online via the College website, or if your school uses the Positive Steps @16 (PS16) application system please apply through this and speak to your careers advisor if you are unsure. You will need details of your qualifications, a reference, and a personal statement to complete your application. Once your application has been successfully processed, you will be sent a conditional offer and be invited to a welcome event at the College to meet your tutors, learn more about your chosen course of study and tour the facilities. You will then need to confirm your acceptance of the course offered to you.

## Course Details

Course Code	P00372
Start Date	08/09/2025
Study Hours	Full Time
Duration	2 years
Campus	St Margaret's Campus
Level	3

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