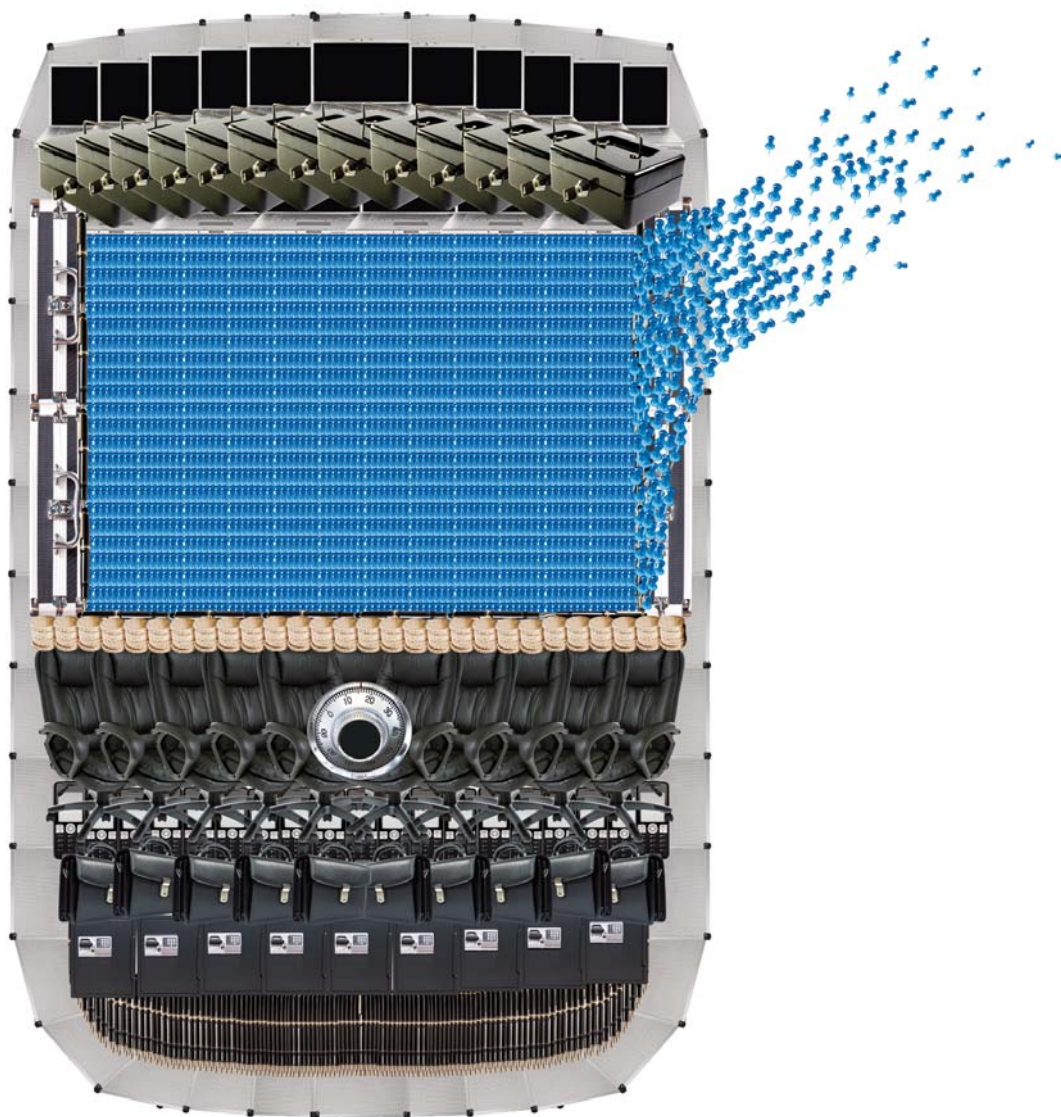


**LEVEL 3  
BUSINESS, ADMINISTRATION AND FINANCE  
ADDITIONAL AND SPECIALIST LEARNING PATHWAYS**



# About Additional and Specialist Learning

Additional and Specialist Learning (ASL) provides learners with greater breadth (Additional Learning) and depth (Specialist Learning) of study and enables them to tailor their personal programmes to their own interests and ambitions.

**Additional Learning** is complementary or broadening in character. It can include:

- qualifications that enable learners to explore a related sector
- national curriculum entitlement areas
- learning options such as languages, music or science that relate to individual needs, interests and aspirations
- GCSEs and other qualifications.

**Specialist Learning** gives the learner the opportunity for further learning within their chosen sector. It can include:

- existing qualifications and units designed to support progression within a chosen sector
- GCSEs and other qualifications
- specialist qualifications, designed specifically for the Line of Learning, that may enable learners to select a specified pathway.

ASL can be taken at the chosen Diploma level by learners selecting a single qualification or a combination of qualifications to meet the required Guided Learning Hours (GLH).

Learners will select from qualifications at the same level as the Diploma that they are taking, or one higher eg the Foundation Diploma can have ASL at Level 1 or 2. ASL forms part of the Diploma and fits into the overall structure of the Advanced (Level 3) Diploma as follows:

	Guided Learning Hours (GLH)
Principal Learning	540
Generic Learning	180
Additional and Specialist Learning	360
10 days work experience	
<b>Total</b>	<b>1080</b>

The Diploma catalogue lists all the ASL qualifications for each line of learning, and are available on the National Database of Accredited Qualifications (NDAQ): [www.accreditedqualifications.org.uk](http://www.accreditedqualifications.org.uk)

## Level 3

Below are 5 examples of potential routes a learner might take and what qualification/s they could choose as part of their Additional and Specialist Learning.

Option 1	Option 2	Option 3	Option 4	Option 5
Accounting pathway	Business Enterprise pathway	Management pathway	Economics pathway	Sales pathway



### Qualification

AQA Advanced GCE in Accounting (S) <b>360 GLH</b>	ILM Level 3 Certificate in Starting your Enterprise (QCF) (S) <b>95 GLH</b>  <i>and</i>  AQA Advanced Subsidiary GCE in Communication Studies (A) <b>180 GLH</b>  <i>and</i>  AQA Advanced Subsidiary GCE in Computing (A) <b>180 GLH</b>	ILM Level 3 Diploma in First Line Management (QCF) (S) <b>220 GLH</b>  <i>and</i>  ILM Level 3 Diploma in Facilities Management (QCF) (A) <b>146 GLH</b>	AQA Advanced GCE in Accounting (S) <b>360 GLH</b>	City & Guilds Level 3 Certificate in Sales (S) <b>60GLH</b>  <i>and</i>  City & Guilds Level 3 Certificate in Customer Services (A) <b>120GLH</b>  <i>and</i>  City & Guilds Level 3 Diploma in ICT Communications Systems (A) <b>240GLH</b>
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### Guided Learning Hours (GLH) requirement for Diploma Level 3

<b>360</b>	<b>360</b>	<b>360</b>	<b>360</b>	<b>360</b>
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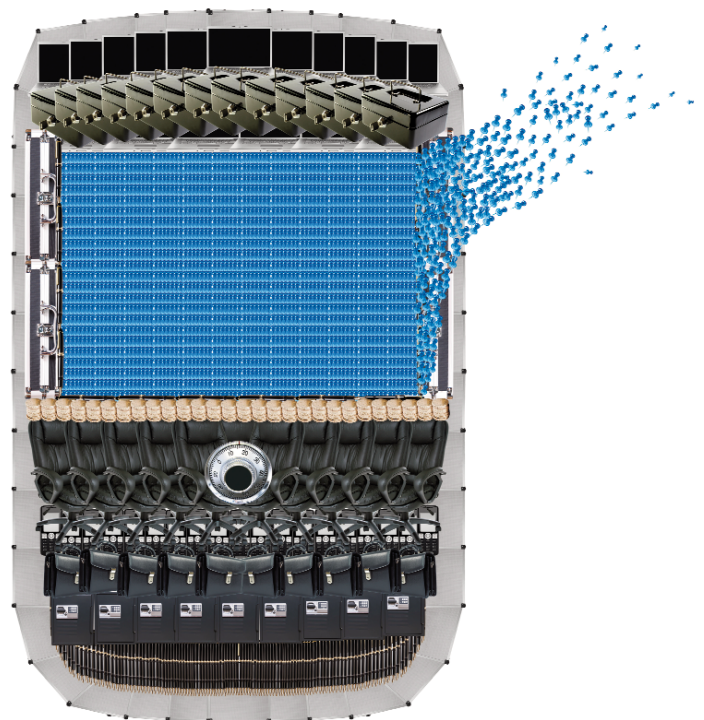
(A) - Additional (S) - Specialist

For ASL there is a minimum amount of GLH that a learner will need to gain for each level. GLH can be more than the requirement at each level by up to 50%. For example at Advanced level GLH can be anywhere between 360 - 540.

# REQUIRE FURTHER INFORMATION?

For further information visit:  
[www.diplomainfo.org.uk](http://www.diplomainfo.org.uk)

Alternatively, email us:  
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