



# NORTH EAST WORKFORCE SKILLS PROGRAMME

Complete the registration of interest form on the North East Workforce Skills website, speak to a member of the team.

A member of the North East Workforce Skills team will give you a call to find out what you are interested in and decide which of our consortium partners would best suit your needs.



## Apprenticeship Levy Paying Route

Meet with your chosen training provider and complete a De Minimis Form and Service Level Agreement - which basically details your needs.

Let all your existing apprentices know that their apprenticeship funding is being used as Match against the training you will receive through North East Workforce Skills.

Submit a copy of your redacted DAS payments to North East Workforce Skills on a quarterly basis.

Begin training your staff with your chosen consortium training partner/s.

## Non Apprenticeship Levy Paying Route

Meet with your chosen training provider and complete a De Minimis Form - which basically details your needs.

Let all your existing apprentices know that their apprenticeship funding is being used as Match against the training you will receive through North East Workforce Skills.

Begin training your staff with your chosen consortium training partner/s.



**European Union**  
European  
Social Fund



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