



David Phillips
VP, Pearson Work Based Learning & Colleges
Pearson Work Based Learning and Colleges
Halley Court
Jordan Hill
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12 June 2015

RE: Letter of recognition to support Pearson qualification inclusion for DfE performance tables

As an employer in the sector we recognise the following qualification as suitable for a young person between the ages of 16-19 who is studying full time / part time:

601/6890/0 Pearson BTEC Extended Certificate in Principles of Working in Business Administration (QCF)

This qualification covers the skills and occupational knowledge needed for entry into a business administration role within the IT sector. This qualification will place a young person in a favourable position when applying for jobs within our sector, or to progress onto apprenticeship programme such as an Intermediate Apprenticeship in Business Administration.

We support the inclusion of the above qualification for inclusion for the DfE performance tables and give our consent for this support letter to be made publicly available on the Pearson and DfE websites.

Yours Sincerely

A handwritten signature in blue ink that reads 'Kate Mooney'. The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Kate Mooney

Programme Design Lead
BT Apprenticeship Programmes
BT Group