

# Qualification Description

## T Level Technical Qualification in Legal Services

T Levels are new qualifications that will follow GCSEs and are equivalent to three A Levels. The T Level Technical Qualification in Legal Services will start in September 2023.

T Levels will combine classroom theory and practical learning, and are made up of the following:

- Technical Qualification: the substantial component of your course.
- Industry placement: of at least 315 hours (approximately 45 days) with an employer to make sure you have authentic experience of the workplace.

The Technical Qualification (TQ) is the main classroom-based element of the T Level. During your two-year course, you will learn the core knowledge that underpins the sector, and you will also develop occupationally specific skills that will allow you to enter skilled employment within a specific occupation.

## What is the legal services industry?

In the UK the legal sector is worth approximately £60 billion, with over 12,000 organisations and just under 21 million employees, plus approximately 15,000 self-employed barristers. The UK's legal sector supports trade and commerce around the world. Legal services are essential to the UK's future as a global, outward-looking, free-trading nation. In an ever-changing environment, they are leading the way in transforming how international businesses operate. Roles vary within the profession; from small high street legal firms to large corporate firms, local authorities, social welfare, and criminal justice. All careers in legal services require good communication skills, time management, attention to detail, and an ability to analyse the law.

## Who is this Technical Qualification for?

This Technical Qualification can only be taken as part of a T Level course and is not available as a stand-alone qualification. It is for post-16 students and is ideal if you are intending to progress directly to employment within the legal services sector in roles such as a business assistant in a legal services function, EO Caseworker, a legal services related apprenticeship or to further studies in legal services.

## What does the Technical Qualification cover?

The content is split into a core component that has been created for this T Level Technical Qualification in Legal Services and a choice of one of two occupational specialisms. The specialisms are:

- **Legal Services Assistant Business, Finance and Employment**
- **Legal Services Assistant Crime, Criminal Justice and Social Welfare.**

The core component provides a broad understanding of the legal services industry and covers the following topics:

- The business environment
- Careers
- Regulation
- Professionalism and ethics
- Security and risk
- Equality, diversity and inclusion
- Professional services
- Fundamentals of law
- Fundamentals of financial accounting
- Technology
- Data driven innovation/analytics and design thinking
- Research skills
- Project/change management and administration
- The legal services sector.

The core component will be assessed by two exams and an employer set project.

Your choice of occupational specialism will allow you to develop the relevant skills in preparation for your career in the legal services sector. The occupational specialism is assessed by a project that is created in conjunction with employers. The content covers topics specific to that aspect of the legal services sector, as follows:

### **Legal Services Assistant Business, Finance and Employment**

- Civil
- Civil Process and Dispute Resolution
- Employment Law
- Business, Finance Law and Insolvency

## Legal Services Assistant Crime, Criminal Justice and Social Welfare.

- Crime
- Criminal Justice System
- Welfare Law

As part of this Technical Qualification, you will develop digital, literacy and numeracy skills relevant to legal services, which will also be valuable in supporting progression in other areas. In addition, you will develop transferable technical and practical skills in communication (working with colleagues, customers and clients), research and project work, providing you with an opportunity to demonstrate your reflective practice by suggesting alternative approaches to a problem.

## What could this Technical Qualification lead to?

Achieving this Technical Qualification will provide several progression options. These include:

### Skilled employment:

Legal services roles such as Business Assistant in a legal services function, paralegal or an EO Caseworker.

### An Apprenticeship in:

- Level 3 Paralegal
- Level 4 Conveyancing Technician

### Level 4 Probate Technician **Higher level study:**

Higher Technical Qualification (HTQ). Like T Levels, HTQs are developed in consultation with employers. They are qualifications at levels 4 and 5 and prepare you for occupations at these levels.

CiLEX Professional Qualifications. These industry recognised qualifications provide legal knowledge and skills relevant to pathways in the legal services sector from level 3 upwards.

### Degree related programmes:

- Law
- Criminology
- Business Studies

Like many degree programmes, there are a spectrum of entry requirements for Law, ranging from a purely tariff-based offer to highly selective HEIs, which may also require

students to sit an entrance exam, e.g., the Law National Aptitude Test (LNAT). The T Level also aids progression to related degree areas, including Criminology and numerous Business-related degrees. Students are strongly recommended to check individual entry requirements prior to making an application.

## Who supports this Technical Qualification?

This Technical Qualification has been developed in collaboration with several employers:

CILEX	The Family Law Company	Shoosmiths
Regulatory Body for Licensed Conveyancers	MLP Law	Brendan Fleming
Chartered Institute of Housing	Fielden Marshall Glover Strutt	Greater Manchester on the Adult bench
Helen Tinkler Limited	Clifford Chance	Nokia
33 Bedford Row	Sheldon Davidson Solicitors	Gateley PLC
Allinson Law	Beyond compliance	Owen solicitors
Damar Training		

## Further information

Further information about this Technical Qualification can be accessed at:

<https://qualifications.pearson.com/en/qualifications/t-levels.html>

The T Level Technical Qualification in Legal Services will be approved and managed by the Institute for Apprenticeships and Technical Education. Pearson is currently authorised by the Institute for Apprenticeships and Technical Education to design and deliver the Technical Qualification.

For further information on the other components please see the DfE website at:

[www.gov.uk/government/publications/introduction-of-t-levels/introduction-of-t-level](http://www.gov.uk/government/publications/introduction-of-t-levels/introduction-of-t-level)



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