

# Business

## Student Guide Level 2 BTEC First Certificate

### What is the Level 2 BTEC First Certificate in Business?

The business world comprises an enormous variety of different careers. The BTEC First Certificate in Business aims to give you a practical understanding of what “being in business” entails, and it will help you to develop the knowledge, understanding and competency needed when considering entering employment in this sector.

The course is designed to enable you to study other subjects alongside your BTEC First Certificate. There is one core unit plus two specialist units totalling 180 guided learning hours. Depending on the locally available programme of study, the course is structured to permit you to develop your existing interests as well as giving you a broad foundation and introducing you to new areas in the business sector, such as business communication, starting a small business or developing customer relations.

### Where will this qualification take me?

#### Employment opportunities

Following completion of the BTEC First Certificate in Business, successful candidates would be able to enter initial employment, at a junior level, in such areas as administration assistance or telesales operations.

#### Further vocational and academic qualifications

The achievement of the BTEC First Certificate has the equivalence of 2 GCSEs graded A\*-C. If you achieve an overall pass grade or better in the BTEC First Certificate in Business, it is possible for you to progress further to the BTEC First Diploma in Business, or to enrol on another Level 2 programme, such as a relevant NVQ, or to move on to a higher level qualification such as a Level 3 BTEC National Certificate in Business, specialising in your preferred field such as finance, law or marketing.

## How long will it take me to complete this qualification?

Generally speaking, it will take one academic year to complete but it may be studied for shorter or longer periods; the length of the course is largely dependant on the centre where you study.

## What are the entry requirements?

The entry requirements for the Edexcel Level 2 BTEC First Certificate in Business are laid down by individual centres. You should have the interest and potential to succeed in achieving the qualification and ideally be able to show you have a standard of literacy, numeracy and general education equivalent to four GCSEs graded D-G, or you should be able to show you have undertaken suitable work experience or have completed a Level 1 or 2 qualification.

## How can I find out more?

Ask your careers teacher or adviser or your local school or college for more information or see the Edexcel website – [www.edexcel.org.uk/btec](http://www.edexcel.org.uk/btec)

## Contact us

[www.edexcel.org.uk/about/contact](http://www.edexcel.org.uk/about/contact)

### About Edexcel

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