

SCOTT BROWNRIGG⁺



APPRENTICESHIPS IN ARCHITECTURE



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Image: Three Rivers, Weybridge

WHO WE ARE

Scott Brownrigg are a global design leader ranked in the top 20 in the UK and within the Global Top100 of architectural practices.

We have a vision to transform the industry and enrich lives through the built environment to create a better world.

We provide architecture, interior design, masterplan and urbanism, design strategy and technical advice across all major sectors including business space; advanced technologies; digital, culture, media and sport; hospitality; residential and mixed use; education; defence; transport and infrastructure.

We have studios across the UK in London, Edinburgh, Guildford and Cardiff and international studios in New York, Singapore and Amsterdam. These together with strategic alliances in the Middle East and Hong Kong enable us to serve our growing international client and project base. We have a history that spans from 1910, making us one of the most established practices in the industry .

With projects that span huge mixed use masterplans through to the fit-out of offices and homes, we live for opportunities to push ourselves, creatively, in business and as a team. Importantly we want to make the creative journey an enjoyable one for all.

We believe that a better future for our industry and for the planet will only be achieved when every business steps up and take responsibility. Responsibility to the next generation, to the environment, and to those who don't have the same advantages.

Sustainable design sits at the heart of our business. We actively lead and participate in initiatives on climate change, the post pandemic future of our built environment, wellbeing and health.

Research-led and powered by collaboration, we believe our team have the power to make a difference, to help shape an industry.

We are signatories to the RIBA 2030 Climate Challenge and Architects Declare and the only UK architecture practice signed up to the UN Global Compact - demonstrating our commitment to take action on human rights, labour, environment and anti-corruption.

As industry mentors, we collaborate with universities to clear a path for the next generation of designers.

We are proud to have spearheaded changes to the industry with the creation of the the Architecture Apprenticeship, an alternative path to the traditional university training route.

See some examples in action on this video [here](#).

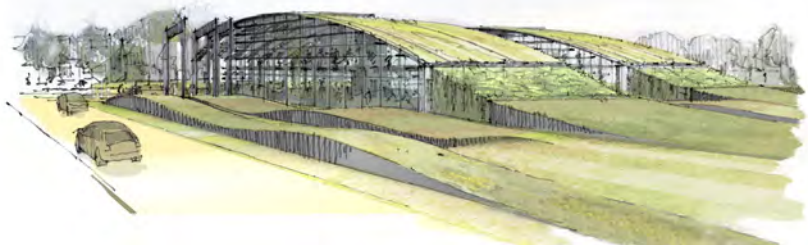


Image: CABI HQ Wallingford

WHAT IS AN APPRENTICESHIP?

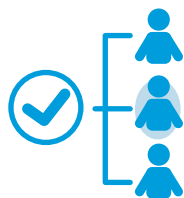
A genuine job incorporating training and study for recognised qualifications at the same time.



- Earn a wage
- Get holiday pay
- Get time to study relating to your role



- 16 or over by the end of the summer holidays
- Live in England
- Not in full time education



An Apprenticeship in Architecture is a combination of work-based and academic learning- that provides an alternative but equal, and innovative, path to becoming an Architect

A Level 6 Apprenticeship is open to individuals who are at the beginning of their higher education journey to complete an undergraduate degree in Architecture/RIBA Part 1 and become an Architectural Assistant.

A Level 7 Apprenticeship is open to individuals who have already completed their first degree in Architecture/RIBA Part 1 to gain a postgraduate qualification/Part 2 and Part 3 to become qualified as an Architect.

Candidates can enter at the beginning of each Apprenticeship or at a particular junction in their training or career pathway through the course. Apprenticeship is an alternative to the traditional full time study route. Students can switch between routes, or complete training as mature students.

As a leading part of the “Trailblazer” group of architectural practices, working with schools of architecture from across the country, and in cooperation with RIBA and ARB, we are proud that Scott Brownrigg helped deliver the new modern Apprenticeships in Architecture.

Our first three Apprentices joined us in the September 2018 Pilot year and we currently have eight at various stages of their qualifications.

We hope this document will provide you with all the information you need about Apprenticeships in Architecture.

Helen Taylor FRIBA,
Director of Practice:
July 2022



Elizabeth Akamo
Level 7 Architecture Apprentice
Oxford Brookes University



“I chose the architecture apprenticeship route as I didn’t like the thought of going back into full time education. I liked being an adult and being in the industry, but I really wanted to finish my studies and become an architect. So I thought the apprenticeship route was the perfect marriage of the two.

Traditional Route minimum 7 years	Year	Apprenticeship Route minimum 8 years
Part 1 Study an undergraduate degree in architecture. Once you complete this you will be a part 1 architectural assistant .	1	Apprenticeship Level 6 Study an undergraduate degree as part of your apprenticeship. Study in a university one or two days per week and work the rest of the week in an architectural practice. When you completed you will be a part 1 architectural assistant .
	2	
	3	
Part 1 Year Out Work for a year in an architectural practice as a part 1 architectural assistant .	4	Apprenticeship Level 7 Study a postgraduate diploma or masters as part of your apprenticeship. Study in a university one to two days a week and work the rest of the week in a architectural practice.
Part 2 Study a postgraduate diploma or masters in architecture. Once you complete this you will be a part 2 architectural assistant .	5	
	6	
Part 3 Work full time and study part time for a post graduate diploma .	7	
	8	

Register as an architect with the Architectural Board (ARB).

Q&A: DORRELL GAYLE-MENZIE
LEVEL 7 ARCHITECTURAL APPRENTICE



Level 7 Architectural Apprentice, at London South Bank University Dorrell Gayle-Menzie, joined us in September 2021.

Here he discusses why he chose the apprenticeship route, and the opportunities and challenges associated with it.

Why did you chose the apprenticeship route?

I chose the apprenticeship route because, after studying solely in university for my part 1, I discovered a significant knowledge gap between what I had learned in an academic setting, and what was expected of me in industry. I wanted to avoid this hindrance following my part 2 by learning on the job while studying. I also felt I'd better absorb knowledge in an environment where I am always applying what I learn in real life scenarios. Lastly I wanted to avoid the expenses associated with studying for my part 2 full time, this route has really helped with that.

Why Scott Brownrigg?

As one of the biggest architectural practices in the UK, I wanted to surround myself with the expertise of those responsible for taking Scott Brownrigg to such great heights. As one of the trailblazer companies for the Architecture Apprenticeship scheme, Scott Brownrigg offers a nurturing environment, and one that I can really grow within.

How are you finding working in a live studio environment and balancing university work?

Working in a live studio environment alongside university has been both stimulating and challenging. University work and practice work both have their own set deadlines that naturally can sometime overlap, which can be a headache.

However proactive and constant communication of my workloads with my Project Leads and Line Manager, allows plans to be made to work around these clashes. I have a very supportive Manager and a Mentor who advises on how to manage both workloads.

What are you particularly enjoying?

I simply enjoy the fact that I'm in an architectural practice, working on real projects. Personal situations extended my time at university and I spent two years applying through the pandemic for a job.

This experience has really allowed me to cherish the opportunity I have been given. Each day I'm in the studio, I'm learning something new. Site visits, team meetings, the studio culture, and the projects themselves all contribute to this learning process.

What challenges have you faced?

My skill level was one of the biggest challenges. I hadn't had any professional industry experience prior to beginning my part 2, whilst others usually take a year out in industry. As my first job I essentially began a part 2 university course, with the industry knowledge of a new part 1. I feel therefore that my learning curve has been much

steeper than the average new joiner at this level. The balancing of the university and practice workloads has also been challenging at times.

What advice can you give to others considering this route to becoming an architect?

Organise your workload and your time. The university workload does not decrease because you are an Apprentice. Therefore carefully consider the locations of both the academic institution and the architectural practice that you apply to as, in the case of London South Bank University who have classes one day per week, you will need to work in the evenings to achieve the necessary work outputs.



KEY FACTS

- Debt free route to qualification
- Managing deadlines and workloads
- Studio and project experience
- Learning support



What are your aspirations for the future?

I'd like to become an architect within Scott Brownrigg, while having my own personal projects alongside this and really I look forward to being given the opportunity to progress and develop to this level and hopefully beyond.

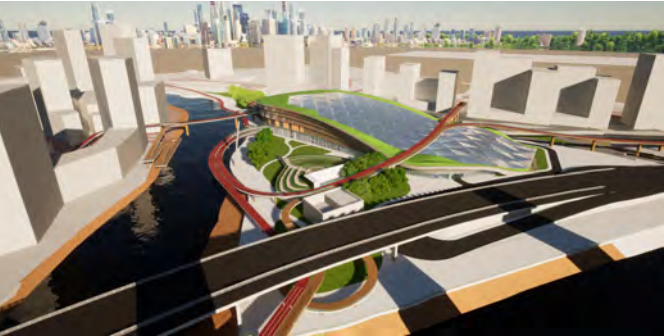


Image top: Guildford studio. Images bottom left & right; Dorrell Gayle-Menzie's University Project - Hyper-Interactive Leisure Lab

THE LEVEL 6 DEGREE APPRENTICESHIP: ARCHITECTURAL ASSISTANT

The Level 6 Apprenticeship provides a route to become an RIBA Part 1 Architectural Assistant.

It's the first step towards becoming a qualified architect and includes the award of an academic degree in Architecture.

Available to students who have completed their A Levels or equivalent, have yet to commence their architecture studies, or are transferring from another career, or partway through their studies towards RIBA Part 1.

Entry requirements include a minimum of 2 'A' Levels grades A – C (or equivalent), and a minimum of 5 GCSE grades A* – C (or equivalent), including a minimum B (or equivalent) in English and Maths.

ENTRY REQUIREMENTS

- 5 GCSEs A-C including Maths and English or equivalent (reformed GCSEs grade 4 or above)
- A Level grades BBC or equivalent
- Apply for an apprenticeship through a university or architecture practice. Level 6 apprenticeship

If you have an education, health and care plan or a legacy statement your English and Maths minimum requirement is Entry Level 3 and British Sign Language qualification are an alternative to English qualifications for whom this is their primary language.

You'll study for 4 years part-time, typically attending university one day per week during each semester.

Your employer may have a preference as to which academic provider they would like you to study with.

The day of academic learning at the school of architecture should be known well in advance, to enable the practice and the Apprentices to plan their working week in practice.

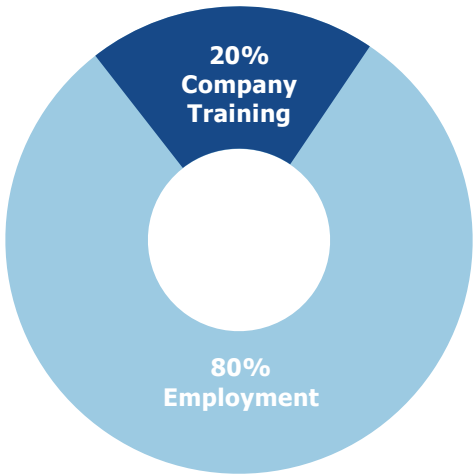
The day of the week spent at the university does not usually vary from week-to-week. Apprentices are taught alongside full time and part time students.

KEY FACTS

- Level 6 = RIBA Part 1 Undergraduate degree
- University 1 day per week
- Employee- salary + staff benefits

Expectations

As an employee you will receive the same terms and conditions as a full time employee. **At least 20% of your total time will be dedicated to training**



You'll have access to the same learning and development opportunities, such as mentoring and lunchtime seminars, as other employees. You will receive a salary appropriate to your skills level - at least the national living wage.

The contract commitment is a minimum one year. [Find out more here](#)



Steve Jell
Level 6 Architectural Apprentice
London South Bank University

“I have been working as an Architectural Technician for 6 years now and have been trying to find an appropriate way to make the transition and qualify as an Architect for the last 3 or so. When the Apprenticeship scheme came along it seemed to tick all the boxes for me.

I could continue working and developing my skills, portfolio and career while catching up on all the education I've felt I was missing for years - not to mention that it gets me past the barrier of extortionate fees that, as a mature student with a previous degree, I've had quite a lot of difficulty in circumventing!

THE LEVEL 7 DEGREE APPRENTICESHIP: ARCHITECT

The Level 7 Apprenticeship provides a route to become a qualified Architect, encompassing RIBA Part 2 and Part 3 validated qualifications.

This level will enable you to register with the ARB and to become a chartered member of RIBA.

You must have completed your Part 1 studies in an ARB prescribed course or Part 1 equivalent as prescribed by the ARB.

A certain level of maturity is expected that is reflected in the entrance criteria for this level of studies.

There are a variety of Level 7 courses available offering a "block" or day-release learning approach.

Your employer may have a preference as to which academic provider they would like you to study with.

As with the Level 6 Apprentices, the Level 7 Apprentices will also work as an employee. You will receive the same terms and conditions as a full time employee.

At least 20% of your total time will be dedicated to training.

You will have access to the same learning and development opportunities, such as mentoring and lunchtime seminars, as other employees.

You'll receive a salary appropriate to your skills level – at least the national living wage.

The contract commitment is a minimum one year. [Find out more here](#)

Apprentices are required to undertake an "End Point Assessment" to confirm that they have met the course requirements. Different academic providers will have a different course structure.

KEY FACTS

- Level 7 = RIBA Part 2 + 3
- Postgraduate degree University "block release" or "day release"
- Employee- salary + staff benefits



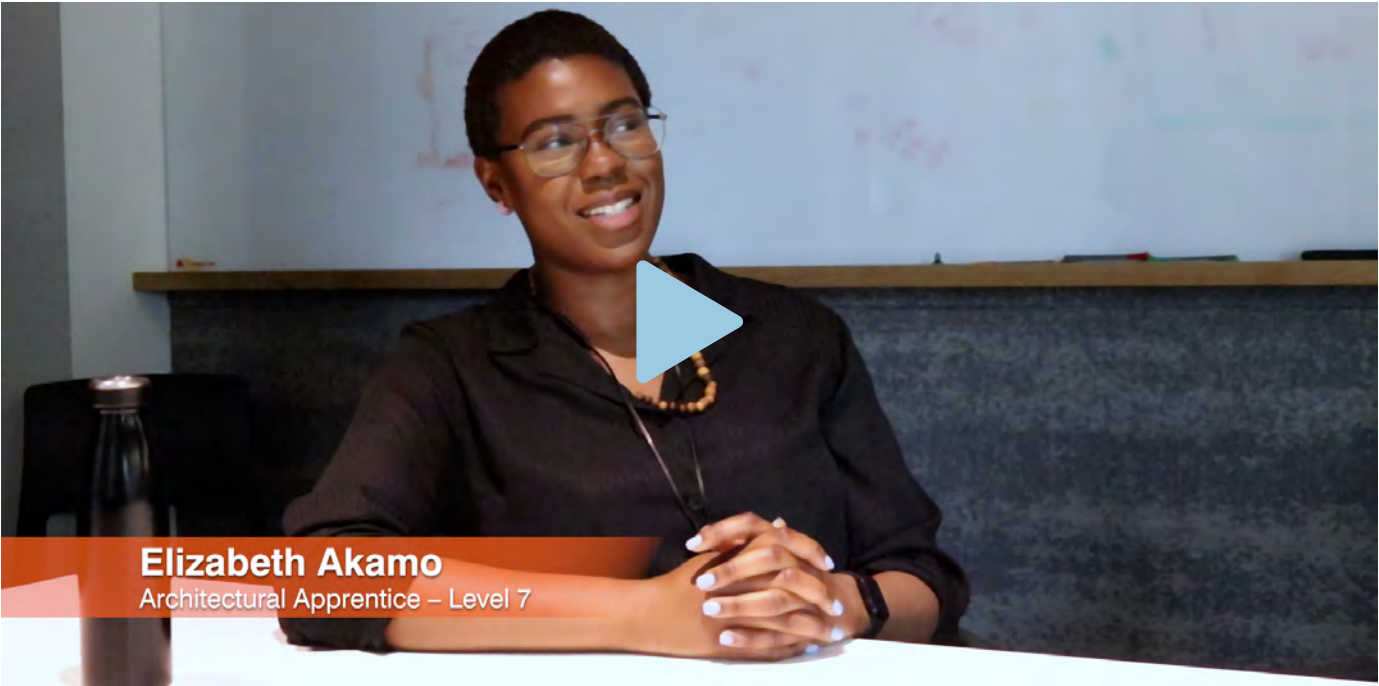
Joanna Koning
Level 7 Architectural Apprentice
Oxford Brookes University

I was attracted to becoming an apprentice through the invaluable opportunity to gain experience alongside studying.

Within my team, I have been able to establish skills in new software, take on new design processes and thinking as well as understand the role the architect plays in large-scale projects. I have then been able to use this knowledge within my study. In the short time since I have started working I have already felt a vast amount of support from my design team and wider departments to help me develop my skills and understanding I wouldn't have otherwise been exposed to.



INTERVIEW: ELIZABETH AKAMO
LEVEL 7 ARCHITECTURAL APPRENTICE



Here Level 7 Architectural Apprentice, Elizabeth Akamo shares her experience of the Architectural Apprenticeship route.

Working in a large studio and balancing university work is definitely not easy but I'm enjoying the challenge everyday.

I find myself learning everyday whether that's listening to conversations happening around me or sitting down with my mentors or senior people in the Practice and speaking to them about projects.

By having that real life experience I am finding it easy to transfer to my university work. The two really complement each other, even though its not easy to juggle sometimes, it's the way they complement each other definitely makes it enriching and worth it.

The main advice I would give to someone wanting to do an apprenticeship, and take this route, is to make sure its actually something you want to do... Being passionate about architecture and being passionate about design is what will make balancing the work life and study life easier.

Find the parts of the course and parts of work that you really love and use that as the driver. For instance I really love community projects and focusing on people centric design, so I have made this the focus of my university work, and in working within the residential sector the two work really well together.

The three main things I would advise are: Find the thing within architecture that you are passionate about, and find ways to connect your university and practice work. Network - anytime you enter a room full of architects and professionals just say something even if its just 'hi' as you don't know what you could learn or gain from that person. Finally, show up and be yourself, because that's the best way to get the most out of your experience and you'll find your route.



KEY FACTS

- Real life experience
- Balancing work and study
- Networking – career development

Image: London Studio



Image left to right: Dagmar Binsted, mentor, Joanna Koning and Amy Allwood



Amy Allwood
Level 7 Architectural Apprentice
Oxford Brookes University

I feel that an apprenticeship offers me different learning experiences. I can work and study at the same time. The apprenticeship programme provides me with a structured training programme whilst working towards my qualifications. It helps me gain the skills and knowledge I need for the industry. I can apply my learning directly to my role at work.

KEY FACTS

- Apply learning direct to work everyday.

ACADEMIC PARTNERS

The names of, and links to, validated architecture apprenticeship courses can be found on the RIBA [website](#)

Apprentices must have an employer to secure a place on an Academic course, although the academic providers are often wiling to assist candidates to find an employer. The employer will enter into a "Triparty" agreement with the Apprentice and the Academic Provider to clarify roles and responsibilities between all parties.

Please note this information is focused on apprenticeships in England. Further information is available for the rest of the UK.
[Find out more here](#)

KEY FACTS

- Validated apprenticeship courses
- "Triparty" agreement between apprentice, employer and academic provider



Image: Guildford Studio

LIFE AT WORK: WHAT TO EXPECT

Apprentices at work should be treated the same as all other staff and be offered the same welcome and induction, benefits, terms and conditions- including sick pay and holiday pay – as any other member of the team.

However, the level of support available should be enhanced in acknowledgement of their unique training and development needs.

Opportunities might include –

- Working on real projects, with experienced colleagues
- Daily engagement with contractors, consultants and clients as well as specialist manufacturers, researchers and other students
- Access to practice facilities, libraries, software and systems

Support for Apprentices might include –

- Welcome book issued before start date for new members of staff
- Full Induction process- including any software training required
- Learning and Development in the office- CPD and Training with colleagues
- Annual Review – tailored for the apprenticeship requirements
- Team-building & Charitable Activities
- In-house workshops and seminars
- A line manager to direct day to day tasks on projects
- A buddy who can provide advice and support
- A mentor who will oversee the office-based training and liaise with the relevant university team
- Direct access to in-house professionals



KEY FACTS

- Enhanced support
- Employee – part of the team
- Access to practice facilities and resources

ON THE JOB TRAINING

MENTORING & SUPPORT

Each Apprentice should be given a Mentor by their employer who will:

- Support the apprentice with on the job training.
- Support them to select relevant work based projects for inclusion in their portfolio and/or other academic assessments- also guided by the academic tutors.
- Regularly touch base with the apprentice- e.g. 30 minutes every fortnight to check they are on track.
- Sign off any of the job training being undertaken in work
- Attend or feedback to tripartite meetings between the employer, apprentice and University which will take place every three months. These could be face to face, via phone or skype.
- Support the apprentice in particular with Part 3 and preparation for other assessments.
- Complete some online CPD (maximum 2 hours) at the beginning of the course regarding course structure and planning for on and off the job training.

Each Apprentice is provided with a minimum of 20% of their total annual employment time for study. For a typical 37.5 hour working week this would equate to an average 7.5 hours a week.

This study time could be spent in lectures or studio at the University, in intensive taught sessions, completing assessments and related project work, or in training opportunities in the workplace including seminars, site visits or shadowing experienced members of staff.

Academic progress, assessment and performance will be recorded and measured through a system provided by the School of Architecture which will be visible to the university, apprentice and mentor. It links to RIBA's training record Professional Experience Development Record (PEDR) portal.



Dagmar Binsted
Associate Architect
and Apprentice Mentor

Mentoring apprentices is about learning, as much as it is about teaching or rather facilitating teaching and learning.

My apprentices teach me everyday what it means to learn. Passing knowledge on to the next generation is a great privilege and as a Mentor I can experience first-hand how the wealth of knowledge we have in our office helps shape this new generation of architects. Mentoring also involves close collaboration with the university team and other mentors on the course. This aspect is incredibly enjoyable and allows a connection of practice and academia that has eluded the profession for many years.

ACADEMIC FEES AND ELIGIBILITY

For Apprentices, Academic Course Fees are paid through the Apprenticeship Levy Fund. **Apprentices do not pay any academic fees.** If employers are not levy payers they only have to pay 5% of course fees and may also be eligible for recruitment incentive payments.

In order to access these Apprenticeship Funds a number of minimum requirements are in place.

The apprentice must:

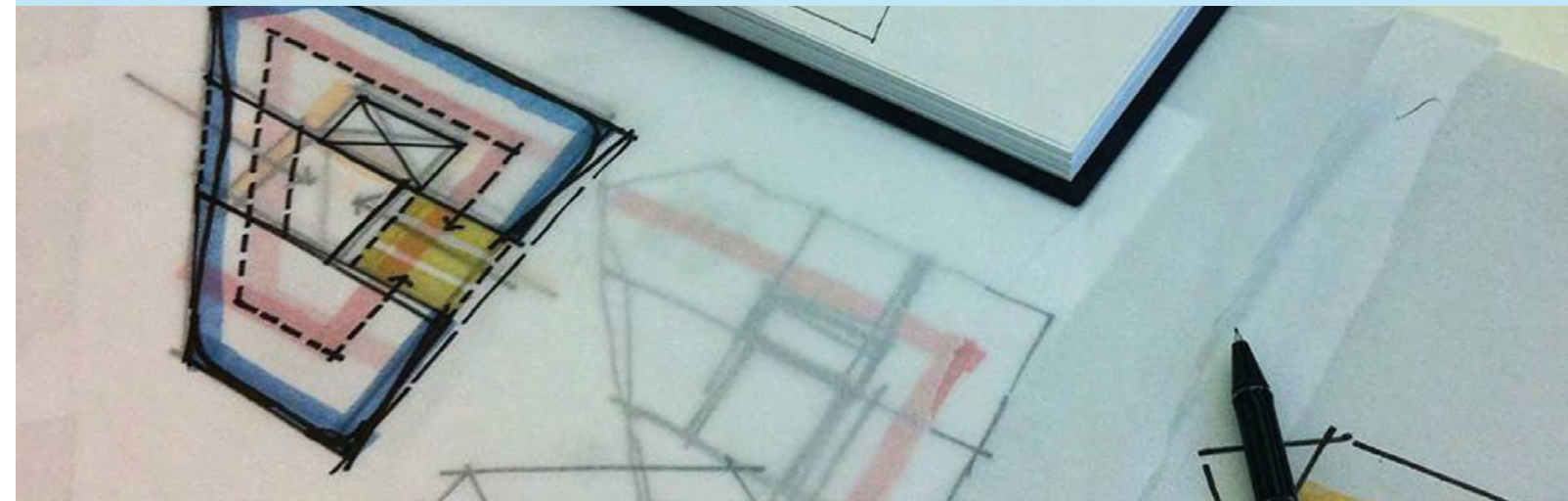
- Be able to complete the apprenticeship within the time they have available
- Not be undertaking another apprenticeship, or another DfE funded FE/HE programme, at the same time as any new apprenticeship they start
- Not be asked to contribute financially to the direct cost of training, on programme or end-point assessment. This includes both where the individual has completed the programme successfully or left the programme early

- Spend at least 50% of their working hours in England over the duration of the apprenticeship
- Have the right to work in England
- Be one of the following:

– A citizen of a country within the European Economic Area (EEA) (including other countries determined within the EEA or those with bilateral agreements), or have the right of abode in the UK, and have been ordinarily

– Resident in the EEA (including other countries determined within the EEA or those with bilateral agreements), for at least the previous three years on the first day of the apprenticeship– A non-EEA citizen with permission from the UK government to live in the UK (not for educational purposes), and have been ordinarily resident in the UK for at least the previous three years before the start of the apprenticeship.

Further rules on individuals with unusual eligibility status may be applicable. [See further information](#)



RECRUITMENT PROCESS

The employer and the relevant University will determine together if a candidate is suitable for the Apprenticeship Programme – assessment will include portfolio review and interview by both parties. Otherwise the approach to recruiting apprentices is in line with recruitment for all other employees. This process will typically take place from June annually.

CRITERIA FOR SELECTION

Candidates can be recruited internally or externally and typically will have completed their A levels for Level 6 or their RIBA Part 1 validated first degree for Level 7. Candidates must be based in England for at least 50% of the year.

DURATION

Apprenticeships commence in September annually. Contract commitment is a minimum of 1 year. The duration of the Apprenticeship at both Level 6 and Level 7 is expected to be four years.

This duration provides all practical work experience prescribed by the ARB to register as an Architect.



Jessica Fuller
Level 6 Architectural Apprentice
London South Bank University

“For my first university project I had to choose a place that is memorable to me. For me that place is called Borelli Walk which is located in the small town, Farnham.

It is a place that forces you to relax and surround yourself in nature, allowing you to escape from the busy urban landscape that surrounds it.

The three main qualities that I focused on were natural structures, Light and shadows. I feel that these qualities are what help to provide a calming environment.

As part of my research I started to develop a collage relief that used the map of this memorable place. I connected the centre of the trees to create a system of triangulation.

I then did some primary research by visiting Canary Wharf Cross Rail Station and the Newfoundland Building. These building structures are made up of triangles and diamonds, which helps to create a strong stable structure. I carried these forms through to my own design, which was inspired by natural structures.

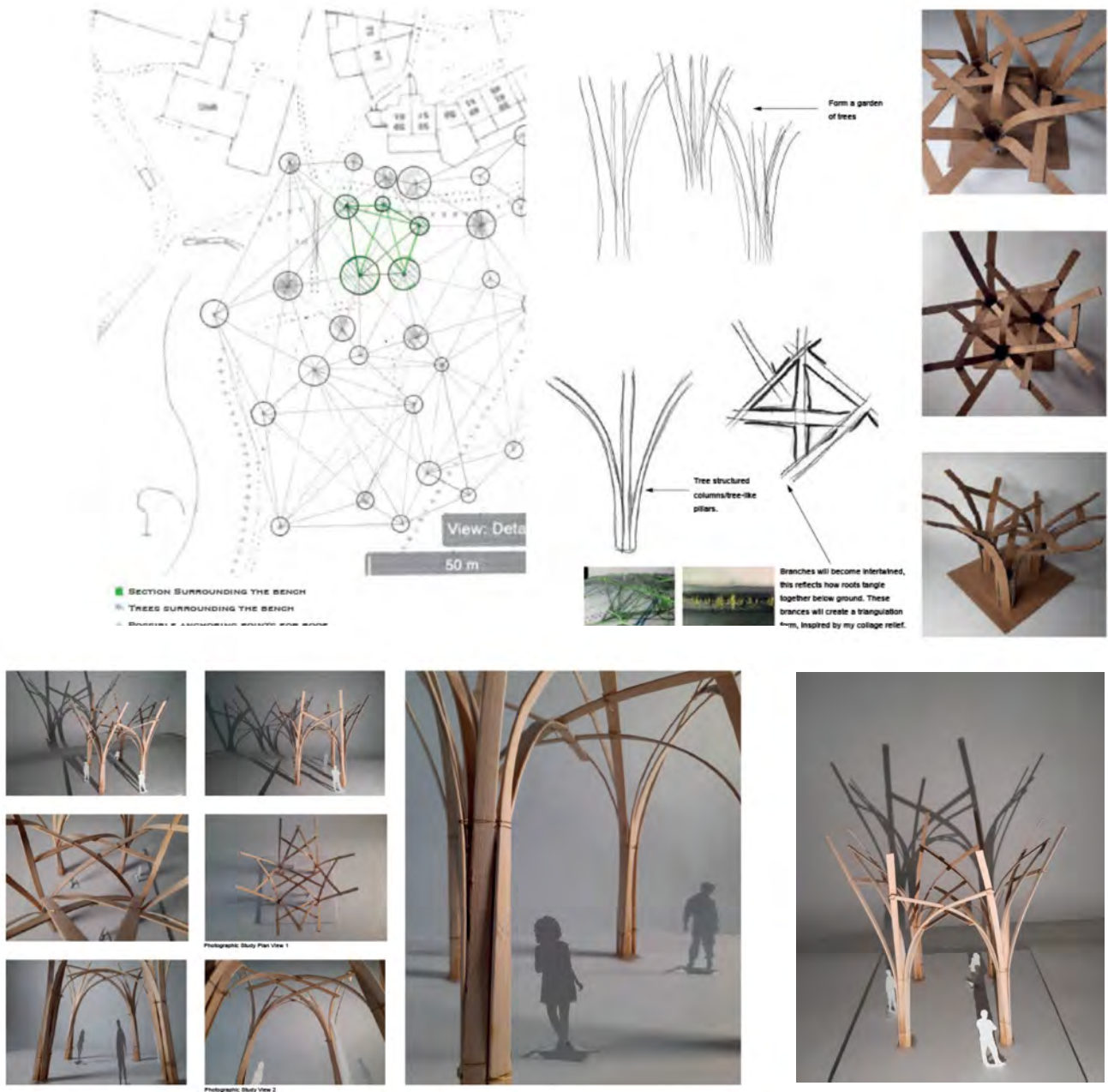


Image: Jessica Fuller University Project

WHAT IF



....my employer or the University are not happy with my performance?

Employers should work closely with apprentices and the university to maintain a clear view of the progress of each apprentice against expectations that they will be clearly aware of. Should there be issues with performance that cannot be resolved, there is provision in the contract for employment to cease. This would not prevent the candidate from continuing the apprenticeship with a new employer.



...I want to try working for someone else?

The Architecture Apprentice Trailblazer group are committed to continuing our working relationship as a group of Apprentice employers. Secondments or transfers between these practices, or any employers, can be accommodated.



...my employer doesn't have enough work for me?

Should the situation arise your employer should commit to making every effort to supporting you to continue your training or support you to find employment elsewhere to continue your training



...I need to re-locate for personal Reasons

Should your employer be unable to provide a position that suits your re-location the standard notice would be required and the apprenticeship with that employer would cease. This would not prevent the candidate from continuing the apprenticeship with a new employer.



...I have a significant life change such as becoming pregnant?

Apprentices will have exactly the same employment terms in relation to sickness and other forms of leave including parental leave. Should extended leave be required, the employer can liaise with the University and academic provision can be deferred.

APPRENTICESHIP ROUTE: A SUMMARY

- An alternative pathway to qualification
- Employed in a relevant position- same terms and conditions as other staff
- Part time study in day or block release
- 20% of your contracted hours in formal study + on the job training
- Combines practical experience and academic teaching
- Requires motivation and self-discipline
- Earn while you learn, fee-free education
- 2 levels of study, Level 6 (RIBA part 1) & Level 7 (RIBA Part 2 + 3)
- Awarded degree qualifications and professional certification

NEXT STEPS: HOW DO I APPLY...?

- Contact apprenticeship academic providers
- Approach practices or other industry employers
- Search online
- **DON'T BE AFRAID TO NEGOTIATE!**

WHICHEVER ROUTE YOU CHOOSE

Look to create a good body of creative work (Design and Art) for your portfolio

Try to get some work experience

Visit your favourite buildings – to show passion and enthusiasm – goes down well in statements and interviews



USEFUL LINKS AND WHERE TO FIND SUPPORT:

ROYAL INSTITUTE OF BRITISH ARCHITECTS (RIBA)

[Architecture apprenticeships](#)

[Pathways to qualify as an architect](#)

[Professional experience development record](#)

ARCHITECTS REGISTRATION BOARD (ARB)

[Student Handbook](#)

INSTITUTE FOR APPRENTICESHIPS (IfA)

[\(IfA\) Level 6](#)

[\(IfA\) Level 7](#)

UK SCHOOLS OF ARCHITECTURE

[RIBA Validated Schools UK](#)

UK GOVERNMENT GUIDANCE

[Find your course](#)

GLOSSARY

Apprenticeship – A fee-free route to qualification combining work and study.

Architect – a skilled professional who plans and designs buildings and generally plays a key role in their construction.

Built environment – Human-made spaces, areas and buildings.

Client – A person or company who pays for a service or products.

Construct – To build or make.

Craftmanship – Skill at a role which involves making things.

Degree – Certification students get when they graduate from a university.

Masterplanning – Designing an area, a group of buildings and spaces or even a whole community area or city.

Postgraduate Diploma – You can undertake postgraduate study after you have completed an undergraduate degree or have equivalent work experience. The award of this is called a postgraduate Diploma or other such as a Masters.

Prototype – A first or early model or initial draft of something.

Residential – Buildings designed for people to live in.

Refurbishing – To change the design of an existing building or space.

Scale - The proportions of a building, object, area of land etc with reference to a module or unit of measurement.

Sustainable Design – Considering the long term environmental, social and economic impact of your designs.

Triparty agreement – A three part document signed by the apprentice, the employer and the academic provider setting out roles and responsibilities



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