

**PETROC™**  
professional, trusted, ambitious

**NORTH DEVON  
CAMPUS**

Old Sticklepath Hill  
Barnstaple  
Devon  
EX31 2BQ  
01271 852407  
business@petroc.ac.uk

**MID DEVON  
CAMPUS**

Bolham Road  
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EX16 6SH  
01884 235254  
business@petroc.ac.uk

**UNIVERSITY CENTRE  
BRANNAMS CAMPUS**

Oakwood Close  
Roundswell Business Park  
Barnstaple  
Devon  
EX31 3NJ  
business@petroc.ac.uk

**Professional qualifications,  
Apprenticeships, certified courses  
and more for the IT and digital sector.**



Petroc provides a wide range of programmes for professionals in the IT and digital sector. Whether you are looking to support your staff to achieve the next level of qualification in their professional field, or want to support staff with personal development, we have an extensive range of courses to choose from. Courses range from short one or two day refresher courses, to part-time certified programmes and apprenticeships.

PART-TIME PROFESSIONAL QUALIFICATIONS		
COURSE	LEVEL	DURATION
AAT Certificate/Diploma in Accounting	2-3-4	12 Months
Award in Assessing Competence in the Work Environment	3	9-12 Months
Award in Assessing Vocationally Related Achievement	3	12 Months
Award in the Internal Quality Assurance of Assessment Processes	4	12-15 Months
Certificate in Principles of Customer Service	2	12 Months
Certificate In Principles of Customer Service (VRQ)	3	12 Months
CIPD Certificate in Human Resource Practice Level	3	12 Months
CIPD Diploma in Human Resource Management	3-5	12 Months
CMI Diploma in Management & Leadership	3-5	12 Months
CMI Diploma in Principles of Management & Leadership	3	12 Months
Diploma in Business Administration	3	12 Months
Diploma in Electrical Installation	2-3	12 Months
NVQ Diploma in Installing Electrotechnical Systems & Equipment	3	12 Months

INDUSTRY QUALIFICATIONS		
COURSE	LEVEL	DURATION
18th Edition	N/A	1 - 3 Day
2377-22 PAT Testing	3	1 Day
Award in Customer Service	2	1 Day
Award in Emergency First Aid at Work	3	1 Day
Award in Inspection & Testing	3	1 Week
Bespoke ICT training tailored to your organisations needs- including Excel, Word and Powerpoint Delivered at Petroc or in your workplace - price on application		
Control of Legionella - Maintenance	1	1 Day
Health & Safety in the Workplace	2	1 Day

DISTANCE LEARNING		
COURSE	LEVEL	DURATION
Awareness of mental health problems	2	16 Weeks
Equality and diversity	2	16 Weeks
Falls Prevention Awareness	2	16 Weeks
Principles of Business Administration	2	16 Weeks
Principles of Customer Services	2-3	16 Weeks
Principles of Management	3	16 Weeks
Principles of Team Leading	2	16 Weeks

APPRENTICESHIPS		
COURSE	LEVEL	DURATION
BSC in Digital Technology Solutions (Cyber Security, Analyst, Network engineer, Software engineer)	6	48 Months
Assistant Accountant	3	12-24 Months
Business & Administration	2-3	12-24 Months
Creative Digital Media	3	24 Months
Customer Service	2	12 Months
Digital and Technology Solutions (Cyber Security Analyst) - Degree Apprenticeship	4-5	36 Months
Digital and Technology Solutions (Cyber Security Analyst) - Degree Apprenticeship	4-5	36 Months
Digital and Technology Solutions (Network Engineer) - Degree Apprenticeship	4-5	36 Months
Digital and Technology Solutions (Software Engineer) - Degree Apprenticeship	4-5	36 Months
Human Resource Support / Management	2-3	24 months
ILM Diploma in Management (QCF) - North Devon	3	12 Months
ILM Diploma in Team Leading (QCF) - North Devon	2	12 Months
ILM Operations/Departmental Manager	5	24-30 Months
Improvement Practitioner	4	18 Months
Installation Electrician/ Maintenance Electrician	3	48 Months
IT & Telecoms Professionals	3	12 Months
Operations/Departmental Manager	5	24 Months
Team Leader/Supervisor	3	18 Months

If you cannot see the particular course or qualification you are looking for, please contact us and we will provide additional assistance. Please call **01271 852407** or email **business@petroc.ac.uk**