

## Level 3 Extended Diploma in Business

Location	Altrincham Campus
Course Type	College 16-18
Department	Business & Law
Start Date	Monday 1st September 2025
Course Code	AFP-BU3N-1100

## Course Overview

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This course is for students who want to progress onto a Degree with a Business theme, a higher level apprenticeship or into employment within a trainee management in Business. Past students have progressed into roles such as; Marketing or HR Executives, Accountants and some have gone on to run their own successful businesses.

## Course Requirements

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4 GCSE's grade 4 or above including English and/or Maths, or a BTEC First Certificate in a related subject (plus GCSE Maths and/or English at Grade 4) and a successful interview

## What You Will Learn

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The Level 3 Extended Diploma is a two year qualification, which will help you to develop the knowledge and skills needed in Business. If you have an interest in business and would like to learn about Marketing, Finance, Human Resources and Entrepreneurship, this is the ideal course for you.

## Assessment

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There is continual assessment for each of the units by vocational assignments leading to external quality assessment called National Standard Sampling.

Units 2, 3, 6 & 7 are assessed by a nationally set exam.

## Progression

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This course is for students who want to progress onto a Degree with a Business theme, a higher apprenticeship or into employment within trainee management in Business. The BTEC Level 3 Extended Diploma in Business is equivalent to 3 A Levels for university entrance purposes.

## Career Options

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Business Manager, Project Manager

## Mandatory Units

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The course is unit based and includes 7 mandatory units which are:

- Exploring Business
- Developing a Marketing Campaign
- Personal and Business Finance
- Managing an Event
- International Business
- Principles of Management
- Business Decision Making

There are also the following potential units -

- Recruitment and Selection
- Team Building in Business
- Visual Merchandising
- Work Experience in Business
- Buying for Business
- Supply Chain Operations

## Contact Details

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For further information please contact T: 0161 886 7070 or E: [info@trafford.ac.uk](mailto:info@trafford.ac.uk)

## Disclaimer

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Although every care has been taken to ensure that the information contained within this document is accurate, there may be changes to this programme and provision. We will endeavour to keep prospective and current students updated where appropriate and when the information becomes available.