

**Unit Title:** Applying For Jobs And Courses  
**Unit Level:** Entry 2  
**Unit Credit Value:** 2  
**GLH:** 20  
**LASER Unit Code:** WJB334  
**Ofqual Unit Code:** R/504/1297

This unit has 2 learning outcomes.

LEARNING OUTCOMES		ASSESSMENT CRITERIA	
The learner will:		The learner can:	
1.	Know how to apply for a job or course.	1.1	Indicate a way of applying for a job or course.
		1.2	Indicate the information needed to complete an application.
2.	Know what information to use to support an application for a job or course.	2.1	Select, from given material, two pieces of relevant information to support an application for a given job or course.
		2.2	Indicate two pieces of information that can be used to support an application for a given job or course.

<b>Assessment Guidance:</b>
NA

<b>Additional Information:</b>
NA