

SMART GUIDE TO

LEVY TRANSFERS



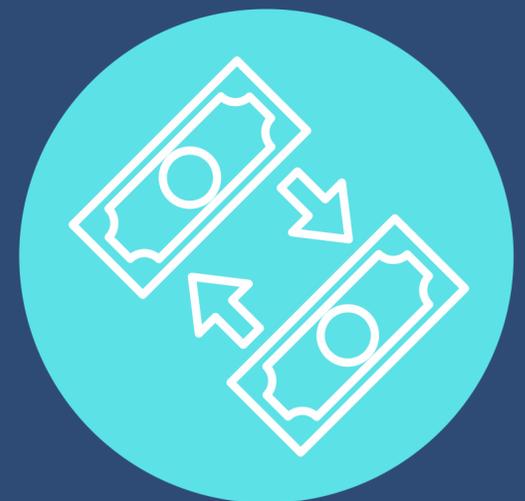
HOW DOES IT WORK?

Employers who pay the apprenticeship levy and have unused apprenticeship funds can find employers who want to receive a transfer in a number of ways.



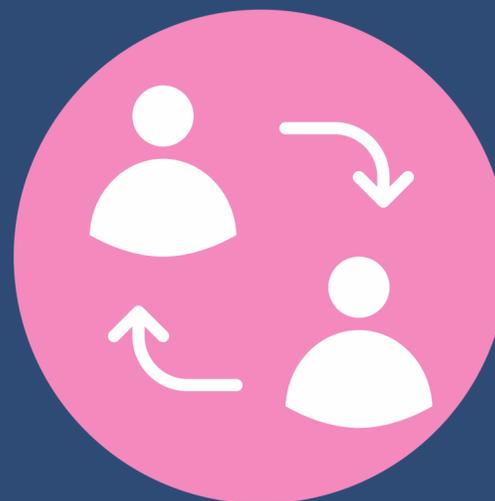
HOW MUCH CAN BE TRANSFERRED?

From April 2019, levy-paying employers can transfer a maximum amount of 25% of their annual funds



WHAT TRANSFERS CAN PAY FOR

Transferred funds will be used to pay for the training and assessment cost of the apprenticeships agreed with the receiving employer.



HOW TO START A TRANSFER

The sending employer and the receiving employer need to first agree the details of the transfer of funds; for example, which apprenticeship standard, how many apprentices, the cost. Once both employers are registered on the apprenticeship service the following must be done in their accounts to complete a transfer:

- connect with each other
- receiving employer to add the apprentice details
- confirm the transfer

Find the full details at [Gov.UK/guidance](https://www.gov.uk/guidance)

