

# Free online course Level 2 Principles of Business and Administration

This eight-week flexible online course is designed so you can fit study around your schedule, gaining valuable knowledge aimed at those who would like to work in a business administration role.



You can choose a start date to suit. You will need a computer and access to the internet.

## Eligibility:

- Age 19+
- Unemployed claiming Jobseeker's Allowance, Employment and Support Allowance or Universal Credit
- Resident in the UK or EU country for 3 years or more
- Annual gross salary earn less than £17,004

For more information or to apply, please email [luke.culling@morgansindall.com](mailto:luke.culling@morgansindall.com) and include the following:

Full name  
Course including start date  
Contact telephone number  
House number and postcode

You will be sent an email link for your chosen course, which will direct you to the learning provider's website to check eligibility and enrol onto your chosen course.