

Level 4 AI Transformation Specialist.*

The Level 4 AI Transformation Specialist apprenticeship equips your organisation with the skills to lead AI-powered transformation, combining core business analysis with cutting-edge AI tools to streamline processes, enhance decision-making and deliver value.

This AI-powered apprenticeship gives learners the tools to communicate in the language of data science, understand machine learning models, and translate complex business challenges into AI-driven solutions.

The programme embeds practical, ethical and strategically aligned AI capabilities – empowering teams to drive change, optimise performance and shape future-ready organisations. Learners will be able to identify exactly where AI can add value, as well as be able to collaborate effectively with technical teams and ensure solutions are ethical, secure and aligned with business goals.

Equipped with the latest techniques in data engineering, automation, and AI strategy, today's Business Analyst becomes tomorrow's innovation catalyst – bridging the gap between emerging technology and real-world impact.

Who's it for?

This apprenticeship is ideal for people in business/change analysis, business transformation, or project management roles who are natural problem-solvers and have a keen interest in leveraging technology for strategic advantage. To be eligible for this programme, learners must be employed in a relevant role.

Typical job roles for this apprenticeship include: Junior Business Analyst, Business Analyst, Change Analyst, System Analyst, AI Business Analyst, Product Owner

Business impacts

- ✓ Deliver high-impact business analysis using AI to uncover deeper insights, align with stakeholder priorities, and unlock measurable financial value
- ✓ Boost operational performance with intelligent, AI-integrated solutions that streamline processes, reduce friction, and maximise efficiency
- ✓ Enhance strategic decisions by evaluating AI with greater precision and understanding the financial implications of every move
- ✓ Support digital transformation by embedding AI capabilities into change management, empowering your teams to evolve with confidence and agility

Built for performance

- ✓ Programmes designed and delivered by industry experts
- ✓ Dedicated Performance Coach, qualified in both coaching and their specialist subject area
- ✓ Backup from a multidisciplinary performance team
- ✓ Market-leading online live learning experience
- ✓ 24/7 access to programme materials, enrichment resources, study support and specialist insight via our virtual learning platform
- ✓ Mentoring, networking and peer support through BPP Community, including our Student Ambassador Network
- ✓ Learning pathways built using a 'stretch and challenge' model by design, meaning each learner is pushed to their maximum abilities
- ✓ Progression pathways that can take you from entry level to specialist expert
- ✓ Dedicated Functional Skills support if required



*Subject to approval.

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Programme overview.

Apprenticeship standard: Business Analyst

Cost: £18,000

Duration: 16 to 18 months

Entry requirements

As a minimum learners will need to have:

- Five GCSEs at grades 9 to 4 (A* to C), and
- Level 3 qualification such as A-Levels (or equivalent)

For learners that do not have GCSE English and/or maths at grades 9 to 4 (A* to C):

- Learners aged 16-18 years must study and pass Functional Skills English and/or maths as part of the apprenticeship programme
- Learners aged 19 or above on the day they start the programme do not need to study or pass Functional Skills English and/or maths, unless required by their employer



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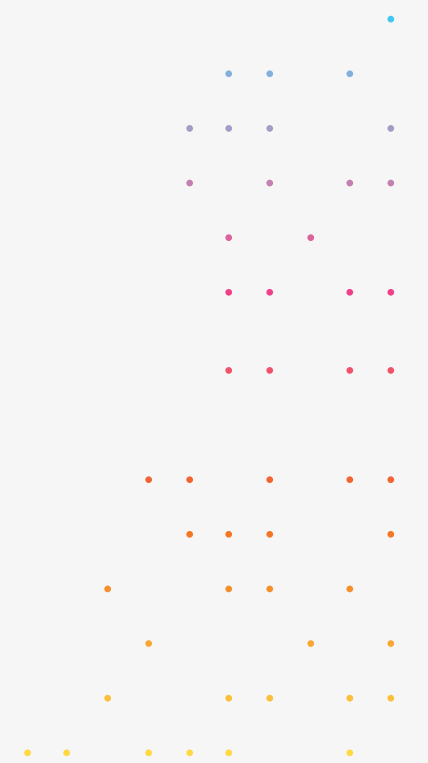
Prepare for the challenges of tomorrow

Introduction to Sustainability

 **Self-guided online course (3 hours)**

Developed in partnership with xUnlocked and delivered by sustainability experts, this course builds fundamental knowledge on sustainability and sustainable working practices.

- ✓ Available to all learners at no extra cost
- ✓ Accessible anytime, anywhere via our virtual learning platform
- ✓ Self-paced learning to fit into any busy schedule



AI skills, *for all*.

Embedded AI training modules for every data and tech programme. Empowering every learner to drive AI-centric transformations within their business.

- ✓ Available to all learners at no extra cost
- ✓ Bespoke to BPP, developed by our expert data scientists
- ✓ Self-guided online learning to fit into any busy schedule
- ✓ Accessible anytime, anywhere via our virtual learning platform



Knowledge and skills gained

Focusing on practical application of technical and non-technical AI skills, the modules explore AI's capacity to optimise structured interactions, align governance frameworks, and deploy scalable solutions, with a significant focus on ethical considerations and operational efficiency.

- ✓ Ability to design and implement complex prompts for diverse use cases
- ✓ Understanding and application of HITL techniques and fact-checking principles
- ✓ Ability to conduct prompt A/B testing
- ✓ Understanding of AI governance frameworks and compliance requirements
- ✓ Ability to adapt AI messaging for different stakeholders
- ✓ Ability to assess AI ecosystems
- ✓ Understanding of API-driven generative AI (GenAI) benefits



Tools

Large language models (LLMs)
(for example Copilot or Google Gemini)
No-code AI automation platforms
(no prior coding knowledge required)

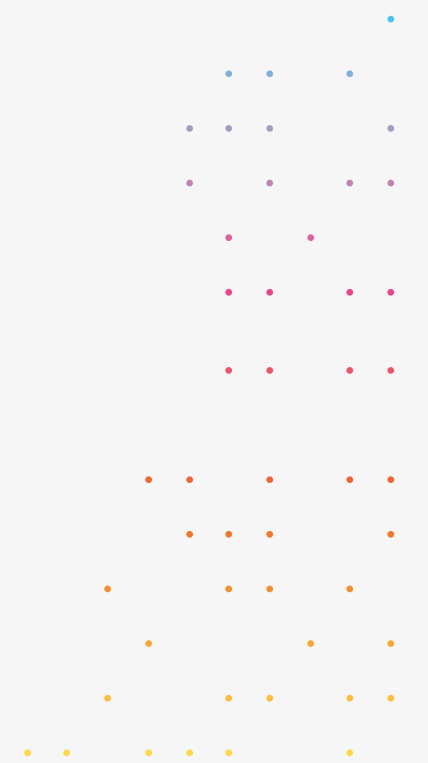


Optional masterclasses

 Live online sessions available every month

Example topics include:

- Data Leadership
- Ethical Hacking and Cyber Security
- Discovering and Analysing Market Trends
- Sustainable Technology and Green Computing
- Responsible AI
- Setting AI Strategy
- Emerging Landscapes – AI
- Quantum Computing Fundamentals

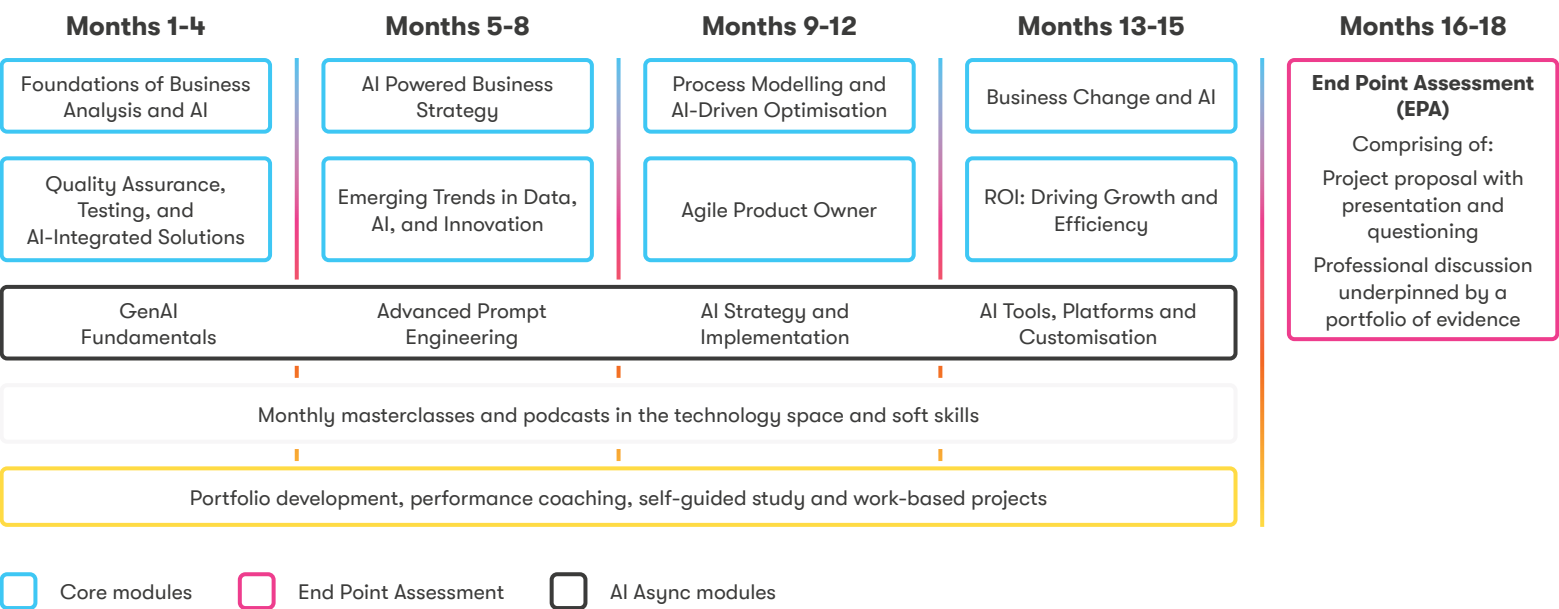


Level 4 AI Transformation Specialist.

Study mode

Online weekly: flexible learning that fits busy schedules, with two to three hours of online live lectures and seminars.

18-month programme (inc. EPA)



Apprenticeship standard

 Business Analyst

Delivered by

 BPP

Time commitment**

-  **15 months** on programme
-  **120 hours** (two hours per week) in online live training sessions (60 sessions in total)
-  **3-4 hours** guided self-study, per module, via our virtual learning platform
-  **1 hour** performance coaching session, every month
-  **1 hour** progress review, every eight weeks
-  **6 hours** per week in off-the-job learning, during working hours
-  **1 hour** EPA preparation session
-  **3 months** in End Point Assessment



Programme modules.

Foundations of Business Analysis and AI

Learners will be introduced to the fundamental concepts of business analysis and AI. Learners will gain the foundational knowledge necessary to understand and apply these concepts in a business context.

- Investigation, requirements, impact assessments, business cases and testing
- AI-enhanced business analysis
- AI automation and efficiency

AI Powered Business Strategy

Learners will develop the skills to integrate AI into strategic planning and decision-making processes, driving innovation and competitive advantage.

- AI, machine learning and natural language processing
- Business strategies
- Strategic planning
- Market condition analysis

Process Modelling and AI-Driven Optimisation

Learners will gain the skills to create accurate process models and leverage AI to improve and optimise these processes.

- Business process modelling
- Process optimisation with AI
- Continuous improvement

Quality Assurance, Testing, and AI-Integrated Solutions

Learners will explore the principles of quality assurance (QA) and testing, with a focus on integrating AI to enhance processes. Learners will gain the skills to define, measure, and ensure quality within business operations, leveraging AI for more effective and efficient testing and solution integration.

- Quality standards and frameworks with AI
- Lean Six Sigma
- Total quality management
- Software testing
- Automated test case generation
- Self-healing test scripts
- Predictive defect analysis

Emerging Trends in Data, AI, and Innovation

Learners will explore continuous review of emerging trends in data and AI, and how they promote positive business change through the strategic use of new technologies and data-driven decision-making.

- Data insight with AI
- AI in business
- Forecasting trends

Agile Product Owner

This module provides an in-depth understanding of agile methodologies, focusing on the role of the Product Owner (PO) and its similarities with the Business Analyst (BA) role. Learners will gain the skills to effectively work in agile environments, highlighting both the benefits and challenges of agile practices.

- Agile methodologies
- ShapeUp
- BA and Agile



Programme modules.

Business Change and AI

Learners will analyse both the internal and external environments of a business, leveraging AI to drive business change, foster innovation and gain competitive advantage.

- Environmental analysis with AI
- Decision-making
- AI innovation implementation

ROI: Driving Growth and Efficiency

Learners will gain a comprehensive understanding of how to drive growth and efficiency, supporting decision makers to make positive decisions and leverage data and AI to maximise ROI.

- Competitive advantages
- Performance management
- Business case development
- Benefits realisation



Competencies

Competencies gained with this programme include:

- AI-assisted process modelling
- AI-supported requirements engineering
- AI-enhanced quality assurance and testing
- AI for ROI and financial analysis



Required Tools

This course requires learners to have access to Microsoft Excel (ideally 2016 or later) and Power BI Desktop (free, no license required). Additionally, learners must have access to free generative AI (GenAI) tools such as OpenAI's ChatGPT, Google's Gemini, Anthropic's Claude, or Microsoft's Copilot.

As organisational policies on generative AI tools vary, learners must secure approval from their employer and confirm access before applying to this programme.