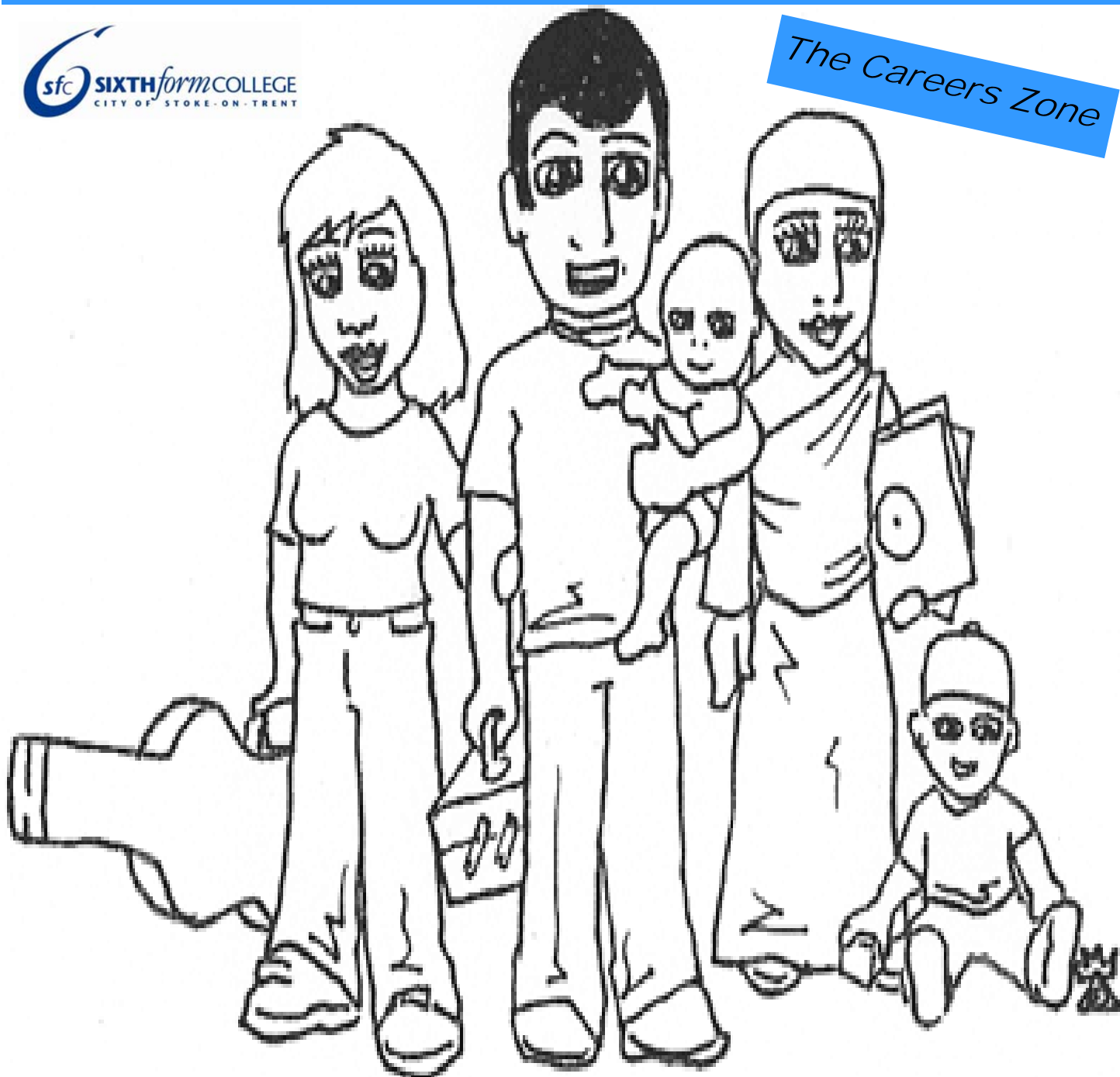


INFORMATION AND INSPIRATION

Careers and progression information that can be accessed by students during their time in college and beyond...



The Careers Zone



Useful information for
parents and
carers

HOW WE HELP STUDENTS WITH THEIR PROGRESSION



jobcentreplus

We provide detailed information about local and national employment opportunities. We also advertise part-time local jobs in college.



When they become available we ensure that Apprenticeship opportunities are advertised in college. We host an annual Training Provider Fair in college attended by 15 local and national training providers.

Personal Advisers from the Local Authority(Connexions) are in college 4 days per week. They provide a wealth of information and support including links to careers, housing, health and finance



We make sure that students know about volunteering opportunities and this is very helpful when they are preparing for Higher Education courses or adding vital experience to their Curriculum Vitae



If students need help putting all their skills together we can help them with their CV. We also help out with mock job interviews and completion of application forms.



We provide extensive and ongoing support for students who apply to university



We can offer Information Advice and Guidance about where to get help with finances. For university applicants we have regular student finance clinics hosted by Staffordshire University throughout the Spring term



studentfinanceengland

Help and guidance about student finances is always available. For university applicants we invite representatives from universities into college to explain the student finance system.

What can you do to help your child with their future plans?

We run a number of events in college aimed to help students decide what they want to do when they leave college.

During September we organise a 'Big UCAS' month. This follows on from the 'Big UCAS' day and the **Staffordshire Higher Education Fair** that takes place in June.

During September advisers from local and national universities come into college to give a range of advice about university courses and Higher Education. At this stage it is very important that your child gets as much information as possible about choices.

- For university applicants they will need to have their application complete by October half-term.
- Please encourage them to complete the UCAS form and get help to write their UCAS personal statement as this is a very important part of their application.
- There is a comprehensive advice section about courses and applications at **www.ucas.com**.

The 2nd year of college goes very quickly. If students want to look for a full-time job after their college course they will need to start planning this in advance. You can help them by making sure that they have discussed their CV with the college careers service or Connexions advisers in college.

Students can also access progression information via the college intranet-Moodle under the **Careers Zone**.

- If a student needs work experience in the health sector or in education we can help them to gain a placement in a local hospital or school.
- During each academic the college develops links with local and national training providers. This contact is aimed at students who may not want to go into Higher Education.
It is an opportunity for students to find out about apprenticeships on offer and they are encouraged to register ready for when they leave college in June.

Over recent years we have found out the following information;

- Students who get their university application in by the October half-term deadline are more likely to gain a place at their chosen university.
- Students who stay in touch with university admissions and regularly track their application don't tend to miss application deadlines.
- Work placements definitely help all types of progression. A placement will improve a CV and add weight to a UCAS personal statement. Some degree courses state that work experience is compulsory e.g. Primary Teaching.
- 100% attendance of lessons in college helps students to keep up with study deadlines. If students are up to date with their work they will find time to research their career and progression options.
- University places are becoming more competitive each year. Applicants will need to stand out from the crowd. How do they do this? Encourage your child to visit the careers department in college because we have a lot of experience when it comes to advising about university applications and associated hints and tips.

THE KNOWLEDGE- To stay ahead of the game students need to check their college emails on a regular basis. If they have applied for university they need to check their Track account regularly. Searching for a job needs a lot of motivation and an up to date CV. Career progression means a talk with Phil Maddocks in college or the Connexions advisers in college.

Students can discuss any problems with their Achievement Tutor or Senior Achievement Tutor.