

Further support in College

- Mrs Mustill will include reminders and share information about the process in fortnightly Year 11 assemblies. She will also be providing information in PSHE lessons.
- Mrs Lambo-Hills is our Careers Co-ordinator and she can answer any questions you may have.
- Prospectuses have been distributed but please ask Mrs Lambo-Hills if you have missed one or look online.
- Talk to your Form Tutor, Senior Tutor or Subject Teacher about the courses you're interested in.
- There is a noticeboard in the Bedford Foyer with useful posters and information.
- Many of you attended Taster Days and Open Evenings in the summer term, but there will be other events at some post-16 centres this term. Keep up-to-date with their events by accessing their websites and social media updates.

Websites

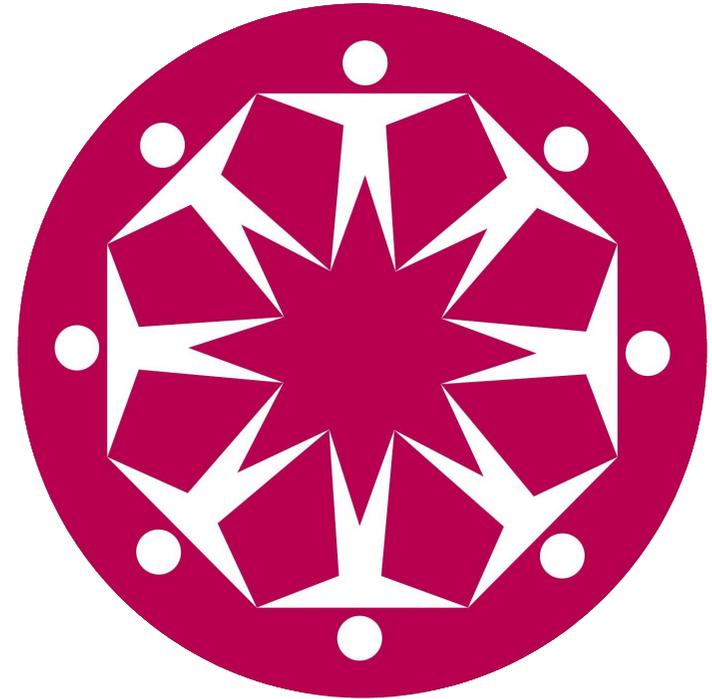
All post-16 centres have their own website which include courses, entry criteria and some have career manager tools to which you might find useful

<https://www.gov.uk/apply-apprenticeship> <https://www.cap14-19.org.uk/>

<https://www.unifrog.org/sign-in> <http://www.mychoice16.co.uk>

Post-16 Progression 2023-24

A guide to support the application process



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Overview of the process

You will be directed and supported in College to complete appropriate applications by the deadline of **Wednesday 13th December**. However, you will need to be able to work on these applications at home too. Multiple applications can be made and we actively encourage students to have a back up choice. You should also make at least one application for courses that your forecast grades meet the entry requirements for. Student guidance meetings will take place in the spring term and you should receive and accept offers in the summer term. You can hold more than one offer. Welcome events are offered for some courses in the summer and enrolment occurs after GCSE results are published on Thursday 22nd August 2024.

Apprenticeships

As an apprentice, you will be learning, working and earning. There are different levels, sectors and schemes and it is important that you apply for an apprenticeship position that you are qualified for and that suits you. It can be done through a post-16 centre or directly through a business. Either way, there should be an element of training included. It is your responsibility to find the right employer to support you through your chosen apprenticeship. One of the ways in which you can do this is by signing up for notifications on <https://www.gov.uk/apply-apprenticeship> You could also look at websites of particular companies or post-16 centres. All students considering the apprenticeship option should also apply for a full time course so that they have a backup option.

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Autumn Post-16 Events

Post-16 Centre	Event	Date	Time
Bishop Laney Sixth Form	Open Evening	Thurs 19th Oct	6pm-8.30pm
Cambridge Regional College (Cambridge)	Open Evening	Wed 18th Oct	4.30pm-8 pm
	Open Day	Sat 11th Nov	9.30am-12.30pm
College of West Anglia (Cambridge)	Open Evening	Wed 18th Oct	4.30pm-7.30pm
	Open Day	Sat 18th Nov	9am-12.30pm
Impington International	Open Evening	Wed 18th Oct	5pm-8pm
Parkside Sixth	Open Evening	Thurs 1th Oct	6pm-8pm
The Oakes College	Open Evening	Thurs 12th Oct	6pm-8pm

Searching for Courses on MyChoice16

You can begin to use the search function of the MyChoice16 website. This allows you to see the different courses that post-16 centres have on offer. You can search with key words or by provider, sector or qualification. You will be able to 'favourite' the courses you like the look of. It is very important that you consider the entry requirements. Use your current forecast grades as a guide, but remember that these may change before your applications are made. There will be a Qualifications section on your profile where your forecast grades will be uploaded centrally.

MyChoice16

The website you will use to apply for post-16 courses. Please login to <https://www.mychoice16.co.uk/> Your username and password has been sent to your school email address.

The following sections of your profile will need completing, you should click save and update template after completing each section.

Personal Details - Check that what has been entered is correct. This has been pre-populated from data we have. You should add your address as this does not currently appear. If anything is wrong, please correct it. It is important to include your own mobile number

Address – This has also been pre-populated and should be changed if it's incorrect

Health – There are two questions here. The first asks you if you have a learning difficulty, disability or health problem and the second asks if you have an EHCP

Parental Information – Enter your parent / carer / guardian's details

Qualifications – Please leave this section blank. This is where your forecast grades will appear alongside any GCSEs you have already been awarded such as Polish for example. These will be uploaded by us centrally, so you do not need to do anything here at this stage

Work Experience – Add the details of any work experience you have. This could include a part time job, Year 10 Work Experience or volunteering

Personal Statement – This section gives you an opportunity to promote yourself and your achievements. There is further guidance on this in the booklet that will be given to you in PSHE. Key sections could include why you are applying for a particular course; skills and achievements; hobbies and interests; and career plans

Equality and Diversity – Please answer the three questions using the options provided. You can 'prefer not to say'

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Applying to post-16 centres

There are three important stages:

- 1. Completing the profile** – this will include personal details, parental information, work experience and equality and diversity. Any GCSEs you have already taken will be uploaded as part of the qualifications section for you and others will be forecast grades made by your subject teachers. Your reference will be written by your form tutor.
- 2. Writing your Personal Statement** – you will be given guidance and support in PSHE lessons to help you to do this.
- 3. Applying for the courses you would like to study** – You will be able to search for these on both the application website and individual College prospectuses and websites. You will need to consider the type of course (A Level or vocational, for example), the level of study and the entry requirements or grades that you need to achieve.

Personal Statement

Your PS is your chance to make the establishment you are applying to want you!

- The course – explain why you are applying, why it interests you, why you think you are suitable, how your current studies relate to the course.
- Skills and achievements – write about anything you are proud of passing, include any awards you have done and add any positions of responsibility you have held
- Hobbies and interests – explain how these show your skills and abilities and try to link them to skills and experience you might need on your course.
- Career plans – let the provider know what you might like to do in the future and where the course might help you.

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