The Post 16 Application Process 2022-23

At the start of Year 11 students will be asked to submit applications to Post 16 providers they wish to continue to study with from September 2023.

Students will need to visit individual provider websites and find the APPLY section. **This process usually starts on 1st October**

* **Individual Provider Websites**

Links are available on the student page of the Careers website to access provider websites

<https://www.smithillscareers.com/students>

* **Information to collate in advance of starting an application**

Each provider has their own application form but the information they ask for is often the same.

Students will need to have collated some information in advance

1. Personal Email address ( Not school)
2. Contact number ( Mobile)
3. Parental Email address
4. Parental contact telephone number
5. Predicted Grades
* **Emails**

It is advised that students set up their own email addresses so colleges and apprenticeship providers can liaise with students even after leaving school.

* **Personal Statements**

Most applications will ask the student to include a personal statement. This is usually the blank space at the end of the application form, or it sometimes appears as a free text box. It is your chance to say why you think you should be accepted onto the course

 This contains information about

1. The course or subject area (s) the student is planning to study post 16
2. The reasons they have chosen these areas of study
3. Information about hobbies, interests, involvement in clubs, work experience etc)
4. Longer term aspirations

Support for writing a personal statement is available in students Year 11 CEIAG booklet and on the school website

* **10 Steps to Making an Application.**

Once students have gone through the 10 steps to making an application they should be ready to submit their application

**Session Zero CEIAG group sessions**

Students will have limited time to complete applications during their CEIAG session zero sessions. Students are welcome to use the computers in L11 over their lunch time or stay after school to complete applications. Otherwise they must take responsibility for completing and submitting them in their own time.

**Additional Support**

Additional support is always available from the Careers Team in school, Students can request a Connexions interview ( Tuesdays in school) and Emma will be happy to help complete their application. Alternatively speak with Mrs Isaacs and we can arrange a convenient time to support you.

* **Deadlines for applications**

Most colleges do not have strict deadlines although Bury College often does

( November) Please check individual websites carefully

It is advisable to submit applications **before the end of December** to ensure students can attend any Interviews between January and March. With a conditional offer under their belts they can then focus on GCSE/ BTEC subject areas and secure the grade requirements for getting onto their preferred courses of study.