

## Careers Calendar and Programme

Term	Year 12	Year 13	External Events
<b>Autumn Term</b> September - December	<ul style="list-style-type: none"> <li>• Visit The Prospect Trust Careers Services Department - find Advice and Guidance Support.</li> <li>• Use the Study Directory for information on Careers and Post 18 options.</li> <li>• Introductory Sessions: Applying for competitive courses such as Medicine, Dentistry, Veterinary, Law and Oxford and Cambridge.</li> <li>• The Prospects Diploma – Bronze Award. Delivered via weekly tutorial sessions. Subjects covered include: What is employability, LMI, Digital footprint, Researching post 18 options, Careers research, Writing a CV and personal statement.</li> <li>• Sign up for a Springpod virtual work experience opportunity.</li> </ul>	<u><b>September to October</b></u> <ul style="list-style-type: none"> <li>• Book a careers appointment to support you with making an independent and impartial post 18 decision.</li> <li>• Continue to attend University Open Days as applicable.</li> <li>• Personal Statement clinics available. Visit The Prospect Trust Careers Services team to book an appointment.</li> <li>• Register for BMAT and Oxford and Cambridge admissions tests by the end of September.</li> <li>• Register for LNAT admissions test by the 15<sup>th</sup> September for Law courses: Sit the test between September &amp; January.</li> <li>• Applications to Music Conservatoires: Internal college deadline mid September.</li> <li>• Take UCAT test by the end of September (Medics and Dentists).</li> </ul>	

	<ul style="list-style-type: none"> <li>• Attend any relevant employer/curriculum talks. Check the weekly Careers news bulletin for updates.</li> <li>• Book a careers appointment to support you with making an independent and impartial post 18 decision.</li> </ul>	<ul style="list-style-type: none"> <li>• Medics, Vets, Dentists and the Oxbridge internal deadline: You must submit applications to your Personal Tutor by the end of September, to reach UCAS by the 15th October.</li> </ul> <p><b><u>October – November</u></b></p> <ul style="list-style-type: none"> <li>• Book a careers appointment to support you with making an independent and impartial post 18 decision.</li> <li>• Sit BMAT and Oxford/Cambridge Admissions tests early November.</li> <li>• Applications to competitive universities: should be submitted to Tutors by the beginning of October.</li> <li>• Finalising your choice of courses/ institutions and your Personal Statement.</li> <li>• Attend information session on Alternatives to University: Apprenticeships or College Leaver Training Programmes. Look into Employment options.</li> <li>• Attend Accountancy and Finance Event</li> <li>• Higher Education Finance talk (Parents only)</li> </ul> <p><b><u>November – December</u></b></p> <ul style="list-style-type: none"> <li>• Book a careers appointment to support you with making an independent and impartial post 18 decision.</li> </ul>	
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<p><b>Spring Term</b> January - March</p>	<ul style="list-style-type: none"> <li>• The Prospects Diploma - Silver Award. Delivered via weekly tutorial sessions. Subjects covered include: Planning your Meaningful Employer Engagement, Entrepreneurship, Apprenticeships and writing a cover letter/Personal Statement for employment.</li> <li>• Book a careers appointment to support you with making an independent and impartial post 18 decision.</li> <li>• Research summer schools and residential courses.</li> <li>• Attend any relevant Higher Education, Employer and Curriculum talks.</li> <li>• Attend the annual UCAS H.E. exhibition</li> <li>• Oxbridge: Attend talks and parent's evenings.</li> </ul>	<ul style="list-style-type: none"> <li>• If you are interested in entering the world of work you should attend our annual Training, Employment and Apprenticeship recruitment Fair.</li> <li>• UCAS offers start arriving, see Personal Tutors for advice on accepting &amp; rejecting offers.</li> <li>• Continue to attend University interviews and your choice's open days, or post application days as applicable.</li> </ul>	<ul style="list-style-type: none"> <li>• TEA Fair (Training, Employment and Apprenticeship) To coincide with National Apprenticeship week, February/March.</li> <li>• UCAS Convention.</li> <li>• Oxbridge talk for Parents.</li> </ul>

<p><b>Summer Term</b> April - July</p>	<ul style="list-style-type: none"> <li>• The Prospects Diploma - Continue finalising the Silver Award modules. Introduction to the Gold Award.</li> <li>• Book a careers appointment to support you with making an independent and impartial post 18 decision.</li> <li>• All students to start to prepare a Personal Statement.</li> <li>• Tutorial session on applying to UCAS.</li> <li>• Attend annual Moving On Day event.</li> <li>• Research apprenticeships and Gap Year options.</li> <li>• Register for UCAT if needed (Medics and Dentists).</li> <li>• Continue research into universities, subjects and courses.</li> <li>• Attend University open days.</li> <li>• Progression evening – A series of talks for parents.</li> </ul>	<ul style="list-style-type: none"> <li>• The Prospects Diploma – Gold Award. Delivered via weekly tutorial sessions. Subjects covered include: Disability Go Equality &amp; Diversity Training, continue with Meaningful, Employer Engagement, Interview Skills and final personal statement and covering letter.</li> <li>• Final responses from UCAS. You will need to submit your decisions on firm and insurance offers. If you do not receive any offers then remember that you can use UCAS Extra to check for available courses (opens end of February).</li> <li>• If you are looking to enter the world of work then continue with your job and apprenticeship search. Submit your applications on time.</li> <li>• Finalise any Gap Year plans.</li> <li>• End of June – final deadline for UCAS. Applications received by this date are processed and sent to universities and colleges. Applications after this date, go directly into Clearing.</li> <li>• Exam results – final confirmation of University places. Support available in student services for all students.</li> <li>• All students can continue to access The Prospect Trust Careers Services for Impartial and Independent Careers, Advice &amp; Guidance.</li> </ul>	<ul style="list-style-type: none"> <li>• Moving On Day for Year 12 students.</li> <li>• University Open Days.</li> <li>• Progression evening for Parents.</li> </ul>
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