

2018/19 Careers Programme



Each college site has its own Careers and Employability Team and every student is entitled to access a range of careers and employability information, advice and guidance.

During your programme of study you will have the opportunity to discuss career options and pathways with your Personal Tutor or other curriculum staff, however you can also access a range of other services directly through the careers and employability team such as talks, visiting speakers, workshops and drop in sessions.

We can support you with a range of areas including:

- ⇒ Choices and decisions relating to your next steps
- ⇒ UCAS and personal statement guidance and support
- ⇒ Open day and taster course information
- ⇒ Information about course funding, finance and bursaries
- ⇒ Support with finding volunteering or work experience opportunities
- ⇒ Gap years and opportunities to study abroad
- ⇒ Finding apprenticeships and jobs

Below you will find a general list of activities that make up our careers programme, along with the times of year that you can access them.

| Careers Guidance | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul |
|--|-----|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Individual careers guidance appointments | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆ |
| Careers guidance at enrolment sessions | ◆◆◆ | ◆◆◆ | | | | | | | | | | |
| Drop in sessions | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆ |
| Careers guidance at new applicant interviewing | | | ◆◆◆ | ◆ | ◆◆◆ | ◆ | ◆◆◆ | ◆ | ◆◆◆ | ◆ | ◆◆◆ | |
| Student Review Days | | | ◆◆◆ | | | | ◆◆◆ | | | | | |
| Progression Interviews | | | | | | | | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | |
| UCAS awareness and registration | | | | | | | | | | ◆◆◆ | ◆◆◆ | |
| UCAS application support and checks | | ◆◆◆ | ◆◆◆ | ◆◆◆ | ◆◆◆ | | | | | | | |
| UCAS Clearing Support | ◆◆◆ | ◆◆◆ | ◆◆◆ | | | | | | | | | |

Key Dates

| | | | |
|---------|---|-----------|--|
| 28 Sept | College Deadline for early applications | 4 - 8 Mar | National Apprenticeship Week |
| 29 Oct | College UCAS Deadline - all applications | 14 Mar | Future Pathways Fair (Strode's College) |
| 7 Feb | Future Pathways and Higher Education Fair (Windsor College) | 25 April | Higher Education Fair (Langley College) |
| 13 Feb | Apprenticeship Information Event (Langley College) | 25 April | Higher Education Fair (Strode's College) |
| | | 15 May | Apprenticeship Information Event (Langley College) |

| Student Events and Activities | Aug | Sept | Oct | Nov | Dec | Jan | Feb | Mar | Apr | May | Jun | Jul |
|-------------------------------------|-----|------|-----|-----|-----|-----|-----|-----|-----|-----|-----|-----|
| Student Finance Workshops | | | ◆◆ | ◆◆ | | | | | | | | |
| Student Finance Application Support | | | | | | | ◆◆ | ◆◆ | ◆◆ | ◆◆ | | |
| Heathrow Careers Fair | | | | | | ◆◆ | | | | | | |
| Higher Education Event | | | | | | | | | ◆◆ | | | |
| Future Pathways Event | | | | | | | ◆ | ◆◆ | | | | |
| Apprenticeship Awareness | | | | | | ◆◆ | ◆◆ | ◆◆ | | | | |
| Apprenticeship Application Support | | | | | | | ◆◆ | ◆◆ | ◆◆ | ◆◆ | ◆◆ | ◆◆ |
| Apprenticeship Employer Fair | | | | | | | ◆ | | | ◆ | | |
| Careers stand at Open Evenings | | | ◆ | ◆◆ | | ◆◆ | | ◆◆ | | ◆ | ◆ | ◆ |
| Careers stand at Parents' Evening | | ◆ | | | | | ◆◆ | | | ◆ | ◆ | |
| Heathrow Careers Fair | | | | | | ◆◆ | | | | | | |
| Review Days | | | | ◆◆ | | | ◆◆ | | | | | |
| Parents Evenings | | | ◆ | | | ◆ | | | | | | |
| Freshers' Fair | | ◆◆ | | | | | | | | | | |
| Inductions | ◆◆ | ◆◆ | ◆◆ | | | | | | | | | |
| Student Finance Workshops | | | ◆◆ | ◆◆ | | | | | | | | |
| UCAS Workshops | | ◆◆ | ◆◆ | ◆◆ | ◆◆ | | | | | | | |
| Job Shop | | | | | | | ◆◆ | ◆◆ | ◆◆ | ◆◆ | ◆◆ | ◆◆ |
| Interview Skills | | | ◆◆ | ◆◆ | | ◆◆ | ◆◆ | ◆◆ | ◆◆ | ◆◆ | | |
| CV Writing | | | | | | | | ◆◆ | ◆◆ | ◆◆ | ◆◆ | |
| UCAS Personal Statement | ◆◆ | ◆◆ | ◆◆ | | | | | | | ◆◆ | ◆◆ | ◆◆ |
| Volunteering | | | ◆◆ | | | ◆◆ | | ◆◆ | | ◆◆ | | |

Key:

◆ Langley College ◆ Strode's College ◆ Windsor College

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