

Next diary date :

! Apply to minimum 2 places by Monday 24th February !

Dear parents/carers/pupils,

January 2025

Here is an **example** of applying to Coventry College. It is a similar process when visiting other colleges and sixth form websites.

If you are unable to locate the information on their websites, please give them a call and ask to speak to someone in '**Admissions**'. They will be able to help you with your queries.

Prior to applying, please think about what Assessment methods are preferable to you eg:
Exams or coursework based.

Top Tips:

- If you haven't heard from them in two weeks of applying, please contact them at least twice a week to check the progress of your application.
- Check you emails regularly as colleges/sixth forms will be contacting you and expect you to reply to save your place.
- You will have secured your place once you have received you 'Conditional Offer' letter/email.

Thank you

Mrs Convery / Mr Sturmeay

(Careers Advisor) (Careers Lead)

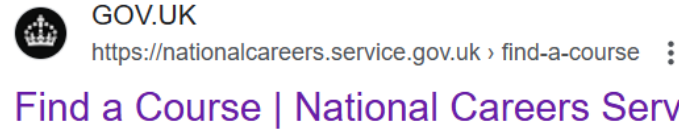



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A breakdown of the Levels of study in the UK

Level	Definition
Level 1 (In School)	Basic knowledge, and if you're new to a subject area.
Level 2 (In School)	Slightly more advanced and beginning to build specialist knowledge.
Level 3 (In College/Sixth Form)	A Levels, Level 3 NVQs, Level 3 Certificates, Advanced Apprenticeships, T Levels
Level 4 (Colleges)	HNCs, Level 4 Diplomas, Higher Apprenticeships
Level 5 (University)	Foundation Degrees, HNDs, Level 5 Diplomas, Higher Apprenticeships

A step by step guide to completing College/Sixth Form Applications online

Finding a course you are interested in	
<p>How to search courses Step A</p>	 <p>GOV.UK https://nationalcareers.service.gov.uk › find-a-course</p> <p>Find a Course National Careers Service</p> <p>Google 'Find a course' and click on the above gov.uk link.</p>
<p>Step B</p>	 <p>National Careers Service Explore careers Skills assessment Find a course Careers advice Contact us</p> <p>BETA How could we improve this service? Your feedback will help.</p> <p>Find a course Search for online and classroom courses near you, to help you get a job or develop your skills.</p> <p>Town, city or postcode Course or keyword</p> <p>Then type your Post code and the keyword of what course you are interested in. Click 'search' and look at the criteria for each course.</p> <p>The website will be able to tell you where they do those courses within your town.</p>
How to completing College/Sixth Form Applications online	
<p>Step 1</p>	 <p>Google</p> <p>Google the name of the college or Sixth Form and visit their website</p>
<p>Step 2</p>	 <p>Start Your Journey with Coventry College After School</p> <p>Find out how to begin your journey to becoming a learner at Coventry College after you finish school.</p> <p>HOW TO APPLY</p> <p>Click on 'How to Apply'</p>
<p>Step 3</p>	 <p>Applicants Hub » How to apply</p> <p>How to Apply</p> <p>If you're interested in attending Coventry College, the first step is come to an open event and talk to us about where you're currently at, what you're interested in and where you'd like to go.</p> <p>At an Open Event you'll be able to chat to our staff, explore our facilities, learn more about our programmes and find out what it's really like to study at Coventry College. Book your place at one of our Open Events today!</p> <p>Online Applications Online applications for programmes are open.</p> <p>BROWSE AND APPLY NOW</p> <p>Click on 'Browse and Apply Now'</p>

Step 4



Search programmes by keyword

Search

Subject (All)

Course type

School Leavers (79)

Certificate in Barbering

This course is a short, sharp introduction to Barbering services. You will develop skills in club cutting, scissor over comb and the use of clippers and freehand cutting techniques.

Campus: City Study option: Evening course

View Course

Click on 'View course'

Step 5

Certificate in Barbering

[Courses](#) / [Hair & Beauty](#) / Certificate in Barbering

Course Overview

Entry Requirements

Course Fees

Ready to apply?

Apply now

Course Overview

This course is a short, sharp introduction to Barbering services. You will develop skills in club cutting, scissor over comb and the use of clippers and freehand cutting techniques.

Learning outcomes will be:

- Introduction to basic health and safety

Course Summary

Length of study: Study campus:
Duration: 4 City

Click on 'Apply now'

Step 6



Certificate in Barbering

COURSE NAME	START DATE	END DATE	ATTENDANCE	SITE	
Certificate in Barbering	08/09/2025	03/10/2025	Part Time Evening	City Campus	APPLY NOW

Click on 'Apply Now'

Step 7

To continue with your Application, please press Next

You can add multiple courses here, if you would like to choose another, please do so [at this link](#)

NEXT

Click on 'Next'

Step 8

Application form

Personal Details

Title *

First Forename *

Fill out your personal details and submit the application.

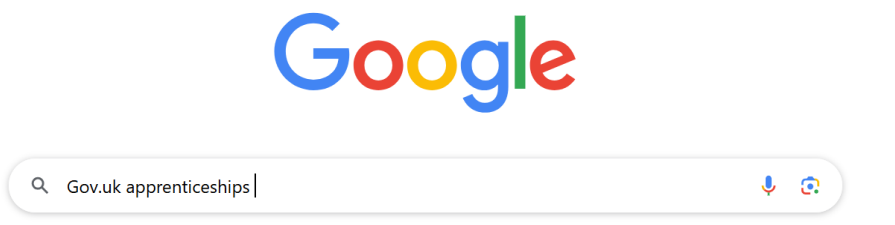



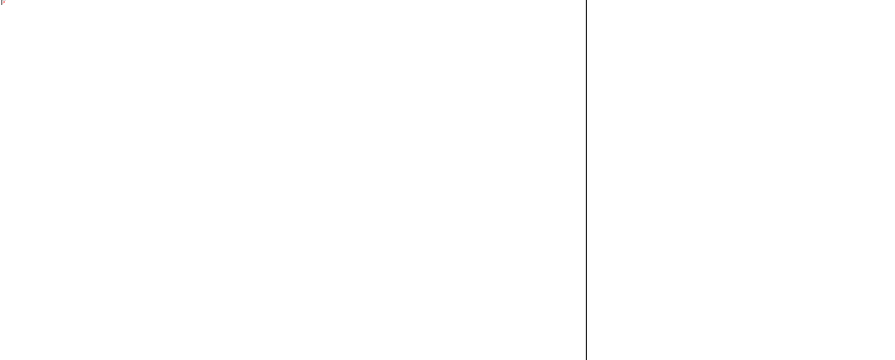
Step 9	You should receive an email confirming your application.
Step 10	<ul style="list-style-type: none"> -You should expect further emails from the place of study. -You will be given an appointment for the place of study to discuss the application. -Then you should get a 'Conditional offer' for the course.
Step 11	<p>Complete your GCSE examinations and wait for the Results in August 2025!</p> <p>Then you will decided which course/place of study you wish to attend according to your grades.</p>

Alternatively, please contact Mrs K.Convery /Mr B SturmeY at Seva school if you need any support.

k.convery@seva.coventry.sch.uk b.sturmeY@seva.coventry.sch.uk

Step by step guide

Finding an Apprenticeship

Step 1	 <p>Google 'Gov.uk apprenticeships'</p>
Step 2	 <p>Click on 'Find an apprenticeship'</p>
Step 3	 <p>Scroll down and click on the link and read the information: 'how apprenticeships work and what you'll get'</p>
Step 4	 <p>Click on 'Search'</p>
Step 5	 <p>Type in your 'Job interest' and your 'postcode' to find an Apprenticeship near you.</p>
Step 6	<p>Read the information about the Apprenticeship and Apply if your grades match their criteria.</p>

