Applying to College

Personal Audit

It is a good idea to start by putting your thoughts down on a piece of paper before you start.

What are my skills?

What experience do I have?

What are the things I am really interested in?

What qualifications do I already have?

What do other people say I am good at?

Research

You need to find out as much information as you can before making an application

Identify the colleges that interest you and look at their websites

If you already have a particular career path in mind then it would be good idea to check what qualifications you need to apply for jobs in that area

Useful Tools

There are various tools that you can use which give you more information about various careers and help you match your skills, interest and abilities to a particular job.

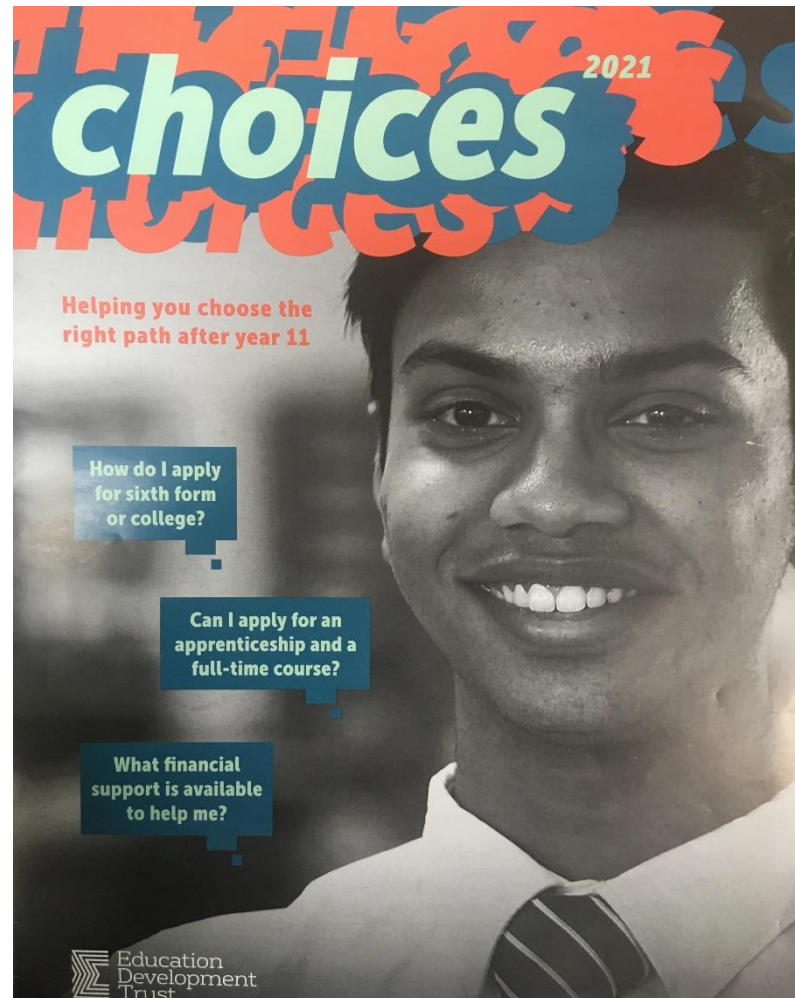Often they comprise of short sets of questions which you complete in your own time.

The following are useful tools:

- Fast Tomato - a computer software package available through SVC

- National Careers Service

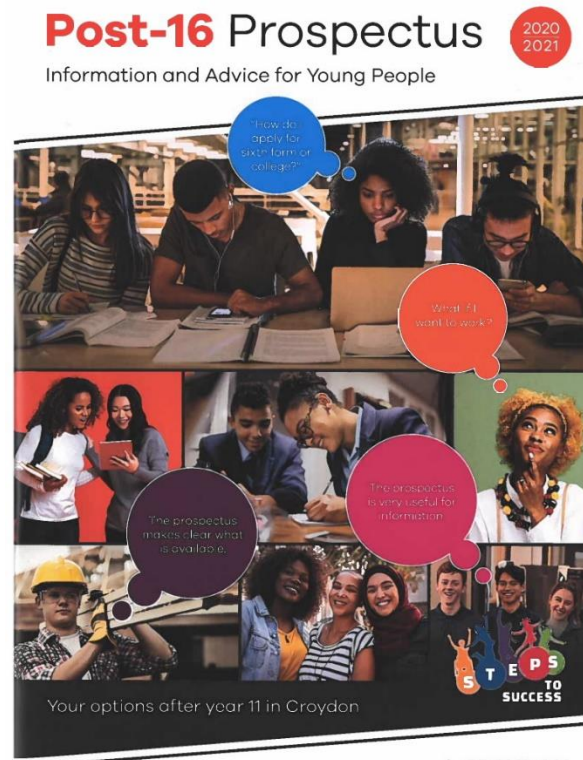- Pearson careers questionnaire

- BBC bitesize

Choices

Choices is a magazine produced by the Education Development Trust which is packed full of useful information about applying for any post 16 options.

Post-16 Prospectus

The Croydon Post-16 Prospectus contains lots of information about applying for college, apprenticeships and employment in the Croydon area.

It can be downloaded from the following website:
youngcroydon.org.uk/post-16-prospectus/

Types of Course

Choosing your course and college place is one of the most important decisions in your life. It will be the starting point of your career direction so you need to carefully consider the type of course that would suit you.

There are three types of course:

▶ A Levels are a good route if you are thinking of going to university.

▶ Vocational Studies are courses related to a particular areas of work

▶ Apprenticeships/ traineeships mean that you can learn on the job

The college

You need to consider a number of factors before making your choice

▶ Location   How close is it to you? How far are you willing to travel?

▶ Environment   Do you want to be in a big busy site or would you prefer
                  something smaller and quieter?

▶ Reputation   What do you know about the college? Do you know anyone who
                  has already studied there?

▶ Facilities   What facilities and services does it have? e.g.Gym, library,
                  catering, students services

Applications

▶ Application forms for college places are normally on line.

▶ Fill it out as fully and accurately as possible

▶ Make sure you are aware of any deadlines for applications

▶ Proof read and check the information carefully before you submit it

Interviews

Most colleges will require you to attend some sort of interview. It is the opportunity for the college to assess your suitability for the course and for you to ask any questions.

At the moment because of Covid 19 interviews will take place using technology such as skype or zoom.

Tips for a successful Interview

▶ Dress smartly

▶ Prepare your own questions

▶ Be punctual

▶ Check the travel arrangements beforehand

▶ Relax and see the interview as an opportunity to sell yourself to the college

College Visits

It is not possible to visit colleges at the moment because of COVID 19 and so they all provide online activities which give you all the information that you need.

These include:

Virtual tours are a fantastic opportunity to learn about the facilities of the college. If you miss the event, you can often watch it on a video.

Open days are designed to enable you to find out about courses that you might be interested in taking. It may be possible to speak to someone from the college department which you are applying to.

Helpline telephone numbers are normally found on the website and are available every day for any questions that you may have regarding courses or the college.

If you need further help

If any time you need help with your applications please don't hesitate to speak to the member of staff on your site responsible for Careers.

They are:

Greg Roachford   Key Stage 4 North
Matthew Irvine   Key Stage 4 South
Peter Burke   Springboard Tuition
Azim Lalji   Cotelands