

DEADLINES

We strongly advise students to complete their application forms as early as possible in the application window. The application window opens in September 2019 and runs to March 2020. Some colleges set a closing deadline for applications of December 2019. In this situation, applications received after this date will still be considered, but students will only be able to join the college if places are still available. College applications generally shut when a course is full and for very popular courses this can be as early as December. Popular courses in this category are Motor Vehicle, Hair and Beauty, Child Care and Construction, especially Plumbing. In order for all students to have a good chance of obtaining their preferred place, we expect all students to submit their applications by **Friday 6th December 2019** at the latest.

INTERVIEWS

Interviews for Alton College are held at Mill Chase Academy during school time and students will be advised of their interview date and time. Other colleges will contact students directly to arrange interviews as necessary. All students are advised to compile a Record of Achievement and take it to interview with them. Further advice on the Record of Achievement will be given later in the school year but as a minimum it should contain a copy of the student's Personal Statement and evidence of any achievements which the student is proud of e.g. certificates, attendance, photographs and/or newspaper cuttings.

Please note that interviews for specialist courses in the Performing Arts and Drama may require students to take part in an audition. For courses in Art and Design, students may be required to present a portfolio of their work.

Students are reminded that first impressions really do count and regardless of whether an interview is for college, a training placement or employment, they should ensure they are well presented, punctual and well prepared. Please support your child with this.

STUDENTS WISHING TO APPLY FOR APPRENTICESHIPS

Following an apprenticeship is a recognised route to combine college-based learning and work based experience. Places on these courses are very limited, so it is imperative to apply early. Advice appointments will be available to help students apply for apprenticeships in their chosen vocational sector and if your son/daughter is interested in following this path, I ask that you get them to come and see me to start this process as soon as possible.

Finally, students should remember that places offered at college and in employment may be conditional on achieving certain exam grades, and only in a very few circumstances are places guaranteed. In a small number of cases, colleges may feel unable to offer a place on a requested course. In this situation, please contact me so that, with the help of a Careers Adviser, we can find an appropriate alternative.

As an academy, we are committed to helping your child follow the progression path which best fits their aspirations. If you have any questions concerning your son/daughter's future, please do not hesitate to contact me or your child's Academic and Pastoral Leader.

Yours sincerely

Ms. K. Lissoni
Senior Leader