

QE Sixth Form Destinations PLC



Your destination is your responsibility!

*'Don't count the days, make the days count'
(Muhammed Ali)*

Getting started on your destination...

Brainstorm...

- What are you interested in and what motivates you?
- What are your strengths and qualities - what are you good at?
- What is your preferred method of study or career progression?

Research...

- The 'Next Step' resources
- Use our professional guidance and support
- Ask as many questions as you can – other students, staff and parents

Action plan...

- What is my preferred destination – do I have a rank order?
- What do I need to do next and what is my application timeline - PLC?
- What do I need to get me there?
- How can I make myself more selectable or employable – how can I stand out?



The 'Next Step' resources...

Brainstorm – Research – Action

University

Apprenticeships & Employment

Gap Year & Enrichment

[National Careers Service](#)
[UCAS](#)
[UCAS Online](#)
[UCAS Connect](#)
[UCAS Parents/Guardians](#)
[UCAS Journey of an application](#)
[Which?](#)
[The Russell Group Universities](#)
[StudentStream](#)
[SUN Outreach](#)
[The Complete University Guide](#)
[The Student Room](#)
[Student Finance Calculator](#)

[National Careers Service](#)
[National Apprentice Service](#)
[UCAS](#)
[Pure Potential](#)
[SUN Outreach](#)
[Ultimate Guide for school leavers](#)
[Education & Employers . Org](#)
[Career Pilot](#)
[Prospects Apprenticeships](#)
[CV Library](#)
[Find an apprenticeship](#)
[SACU Spartan Test](#)
[NHS Apprenticeships](#)

[National Citizens Service \(NCS\)](#)
[Camps International](#)
[Volunteer Vacations](#)
[Real Gap Experience](#)
[StaTravel](#)
[Camp America](#)
[The Student Room](#)
[Season Jobs](#)

Please click on the hyperlinks to access the resources

Using your destinations PLC...

- Select your destination PLC and get to know it. You may choose more than one to keep your options open
- Inform your tutor and your teachers of your destination intentions
- Create an electronic/paper file to store all of the relevant destinations resources that you will receive from the Sixth Form Team
- Follow your PLC in detail and stick to any deadlines set. Tick it off as you go to help with your organisation
- Once your PLC has been completed you will need to bring it to the Sixth Form Team for checking and for us to send any references or any further information on your behalf. If your PLC has not been completed then we will be unable to do our bit.



Do you have the QE Sixth Form 'Need to Achieve'?

My PLC Actions...		✓
I have attended the Destinations afternoon and assembly /watched the videos		
I have completed the 'Brainstorm – Research – Action' guidance and have looked at the hyperlinks to find out more about the possible options available to me		
I have researched and have selected courses – I have now registered online with <u>UCAS Apply 2023</u> entry and completed the section on Admissions by the 17 July. Buzzword: QESdorset2023		
I have created an account on the <u>National Apprentice Service</u>		
I have booked open days to visit the universities of my choice to find out more before 10 December		
I am aware of the deadlines set by UCAS, by QE and certain Universities – tick the ones most relevant to you and make a note of them	September 5th : Students can begin to apply for all courses. UCAS is open.	
	September 5th : I am aware that my course could require an interview or entrance exam. I have informed the Sixth Form team for extended support in preparation	
	October 15th : entry deadline for the universities of Oxford and Cambridge, and for most courses in medicine, veterinary medicine/science, and dentistry	
	December 15th: QE entry deadline for the majority of undergraduate courses	
	December 9th: You can only pay for your UCAS application when every section is marked with a red tick. QE are not able to send your application until this has been paid.	
	March: entry deadline for some art and design courses	
	June 8th : If you receive all your decisions by 18th May , you must reply to any offers by today	
I have completed my personal statement following QE guidance – it is 4000 characters or less. It has been checked by the following people... Deadline is 15th October or 15th December	My Parents/Carers	
	My Tutor	
	All of my subject and enrichment option teachers	
	Mrs Ridley in the Sixth Form office	
I have Informed my tutor and teachers of my destination intention/choices and have requested a reference		
My professional reference has been completed following QE guidance by the following members of staff...	Subject 1 max of 650 characters:	
	Subject 2 max of 650 characters:	
	Subject 3 max of 650 characters:	
	Subject 4 max of 650 characters:	
	Enrichment option max of 650 characters:	
	Tutor comments – max of 650 characters:	
	My Tutor has put the reference together, along with the generic QE reference intro to start, and ensured that it is 4000 characters or less. It is now saved in my UCAS file in the staff area.	
I have completed my predicted grades form (attached). My tutor and all of my teachers have signed it.		

My Apprenticeship/Employment/Gap Year PLC

Name:

Tutor Group:



My PLC Actions...		✓
	I have attended the Destinations evening and/or assembly	
	I have researched and have selected courses – I have now registered online with UCAS Apply 2023 entry and completed the section on Admissions by the 17 July. Buzzword: QESdorset2023	
	I have created an account on the National Apprentice Service	
	I have created a 'Destinations' file to save key information, guidance and resources that I will need	
	I have completed the 'Brainstorm – Research – Action' guidance and have looked at the hyperlinks to find out more. I have booked a time to meet with Mrs Jones and the careers team	
	I have booked open days to visit the institutions/companies in advance of any applications that I submit	
	I am aware of the application deadlines for the opportunities that I am applying for	
<p>I am aware that I need to complete a detailed CV. I have included the following sections on no more than 2 pages of A4 in font no smaller than size 11. I've used headings and sub-headings to divide my CV</p> <p>Bold, italics and bullet points will help make my CV more readable. It is clear and simple</p> <p>I have adapted my CV and covering letter to suit each role I am intending to apply for</p>	<p>Covering letter: First Paragraph: open the letter with an explanation of why you are writing. Identify the role you're interested in and include a unique reason why you think you'd be an asset to the company. Try to show enthusiasm and genuine interest in the apprenticeship and the company. Second Paragraph: this paragraph might outline why you're interested in the company, the role and the industry. Try to come up with genuine and different reasons. Third Paragraph: Here is where you link it back to you. You might want to pick out the skills and qualities you have that would make you a great appointment. Use the job description as a jumping off point, as, more often than not, it'll include a list of the qualities or competencies they are looking for.</p>	
	CV Name and contact details:	
	CV Personal profile: a brief personal profile explaining what your career aspirations are, why you want to work in this particular sector and any attributes or skills that you have that'll make them want to employ you. Your personal profile should only be a few lines	
	CV Education: Insert a header 'Education' and then list it in chronological order, with the last school you attended at the top. You should only record your education from the age of 11	
	CV Work experience: This might include any jobs you've had, or any work experience placements. Like your education, it is better to put the most recent things first. You should write down the dates you worked, the name of the company you worked for and your role. You should list what your duties were and the skills that you developed whilst working there. Prove that you have the skills you believe they are looking for.	
	CV Interests & extracurricular activities: Mention interests that are relevant to the role or things that will interest the reader. You might also want to mention any other non-academic achievements, All of these show commitment to a specific area, which is an impressive skill!	
	CV Skills: Describe the skills that you have developed and how they will enable you to be successful in your role. Link it to the specification as much as you can	
	CV References: your tutor and a recent employer will need to be listed as referees	
	Make sure your parents/careers, tutor and teachers have read and proofed your CV and letter	
	I have Informed my tutor and teachers of my destination intention/choices and have requested a reference	
<p>My professional reference has been completed following QE guidance by the following members of staff...</p>	Subject 1 max of 650 characters:	
	Subject 2 max of 650 characters:	
	Subject 3 max of 650 characters:	
	Subject 4 max of 650 characters:	
	Enrichment option max of 650 characters:	
	Tutor comments – max of 650 characters:	
	My Tutor has put the reference together, along with the generic QE reference intro to start, and ensured that it is 4000 characters or less. It is now saved in my file in the staff area.	
My PLC has been completed		

Post-18 Predicted Grades

To: Year 13 Teachers

From: Post 16 Office

Would you please enter the following **predicted grades** for UCAS applications:

Name Tutor Group

SUBJECT & LEVEL

(A level, BTEC, GCSE retake etc)

STAFF INITIALS

PREDICTED GRADE

.....
.....
.....
.....
.....

Many thanks.

Year 13 Students – please ask your teachers to complete this sheet. **YOU** then hand it in when your UCAS application pack (PLC) is near to completion and you have paid **£26.50 via PARENTPAY only.** (£22 if only applying to one university).

Your UCAS form will not be sent until this is returned with your application pack (PLC) and fee has been paid.

For office use only:

	Date	Initial
ParentPay received.		
Reference Requested from tutor		
Application checked		
Reference checked		
Date sent		
Copy in file		