

## Post 16 UCAS and careers help for parents

Dear Parent/Carer

Year 12 students are at the point in their education when they are thinking seriously about life after Sixth Form. We offer a programme of support for students who wish to attend University and for those opting for an apprenticeship. The deadlines for both types of applications vary with apprenticeships beginning in February and UCAS application deadlines in both October and December.

We appreciate that for parents supporting children through these applications for the first time is a daunting prospect. Please find below a link to a comprehensive UCAS guide that provides excellent information for parents. <https://www.ucas.com/file/101806/download?token=2DHk4PXV>

I have also outlined our own timeline for applications to ensure that you are fully aware of when your Son/Daughter needs to complete certain tasks.

- Register with UCAS APPLY by 14<sup>th</sup> September
- Complete all sections (excluding Personal Statement and Choices) on UCAS form by 21<sup>st</sup> September. **Apprenticeships also require a personal statement.**
- Complete first draft of personal statement by the end of term 6.
- Meet with tutor to discuss draft personal statement and reference by 12<sup>th</sup> October.
- Complete Personal Statement by 19<sup>th</sup> October (half term).
- Meet with Tutor to check final statement and application by 9<sup>th</sup> November.
- Ensure payment details are completed on UCAS APPLY and form is sent to sixth form office by 16<sup>th</sup> November.
- Students applying for Oxbridge, medicine and vet science must have sent their applications by October 15<sup>th</sup> latest.
- Apprenticeship vacancies begin to appear from January onwards so keep searching on Oxfordshire sites and individual company websites.

Below is a link to Oxfordshire Apprenticeships which offer a wealth of information about how and when to apply and also current vacancies.

Oxfordshire Apprenticeships <https://www.oxfordshireapprenticeships.co.uk/>

National Apprenticeship vacancies <https://www.gov.uk/apply-apprenticeship>

If you have any further questions, please do not hesitate to contact me or your Son/Daughter's tutor and we will be very happy to help.

Carl Tysom

Director of Post 16 Education

[ctysom@henrybox.oxon.sch.uk](mailto:ctysom@henrybox.oxon.sch.uk)