

CAREER PLANNING

Calendar

You can use this calendar to keep on track with important dates and deadlines.

AUTUMN TERM

Meet with your Careers Adviser in school if you have access, to discuss your ideas for the future.

Use the online UCAS Progress course search at www.ucas.com/progress to find information about local courses.

Find out about school, academy and college open days/evenings and put them in your diary.

You may be able to do work experience through your school, academy or college this term, if you haven't had a placement already. Find out about this as soon as you can, as popular places may fill up quickly.

Try to get your school, academy or college applications off by December at the latest. Some colleges fill up well before the Christmas holidays!

If you are thinking about Apprenticeships, remember that some job areas – such as motor vehicle, electrical work or childcare – are very popular. Apply this term if possible. You can find out more in the separate "Apprenticeships" help sheet.

Your school, academy or college may have mock exams this term, which can help you see how you are doing. Talk to your teachers about your expected grades. If you are a young person working with Birmingham Careers Service and you're not sure you'll get the grades you hoped for, or if you're worried, talk to a Birmingham Careers Service Adviser.

SPRING TERM

Applications for Apprenticeships and jobs starting in the summer should be made as early as possible in the spring term.

Attend your college interviews – if you need support to prepare for the interview, speak to your Birmingham Careers Service Adviser/Careers Adviser.

Accept any conditional offers for colleges/sixth forms that you are genuinely interested in attending in September.

Search and register for Apprenticeships at <https://www.gov.uk/apply-apprenticeship>

Keep checking regularly as new Apprenticeships appear all the time.

SUMMER TERM

If you haven't found the right option yet, you should continue to make applications to schools, academies, colleges or learning providers, or apply for jobs with training.

Don't forget that if you are working with a Birmingham Careers Service Adviser, they can offer advice and support if you're not sure what to do next. If your exam results mean a change in your plans, contact them for advice.

**BIRMINGHAM
CAREERS SERVICE**
guiding young people

