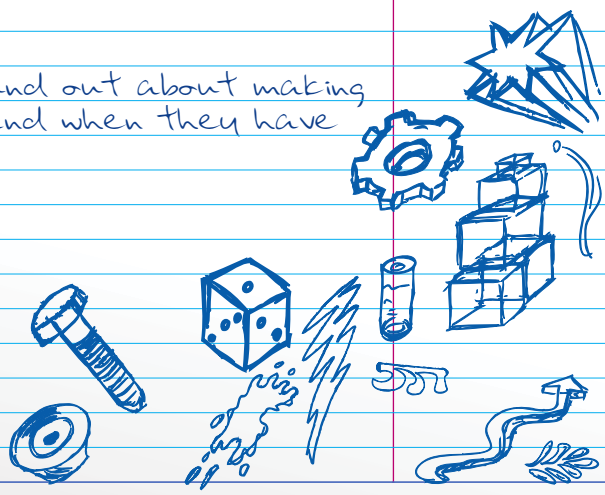
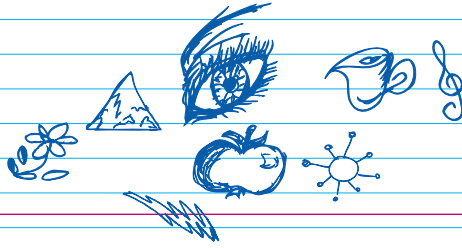
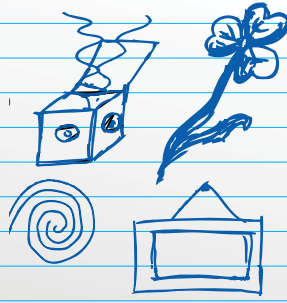


# Checklist Autumn Term 2009

Check	Notes
<b>September/October /November</b>	
Who is your Personal Adviser?	Some school sixth form evenings and college open days are in the Autumn term.
How can you contact your Personal Adviser?	
Where is your Careers Library?	
Which careers events are you going to? (Put them in your school organiser)	
Have you researched your options? (Study, apprenticeships, work)	
What else could you do now? For example you may need to put a CV together.	
Have you found out about making applications and when they have to be made?	



# Checklist Spring Term 2010

Check	Notes
<p><b>January - March</b></p> <p>Have you checked to see when course applications must be in?</p>	<p>Put deadlines and dates in your organiser</p>
<p>Have you started to make applications for courses that interest you?</p>	<p>College and school sixth form open evenings and events this term.</p>
	<p>If you want to change your plans, you can arrange to see your Personal Adviser.</p>
<p><b>April</b></p> <p>Have you been invited for interviews?</p>	
<p>Have you let them know you will be attending and put the date and time in your organiser?</p>	
<p>Make a list of questions you want to ask.</p>	
<p>Have you planned your journey so you are not late?</p>	
<p>Make sure you have completed all your coursework. Make a revision plan and stick to it.</p>	

## Checklist Summer Term 2010

Check	Notes
<b>May/June</b> Have you put the dates and times of all your exams in your organiser?  Have you planned your time so you get enough time to revise and sleep before your exams?  Have you planned how you are going to fill your time after the end of June?	If you want to change your plans, arrange to see your Personal Adviser.
<b>July/August</b> Have you made arrangements to get your results?  If your results are not what you expected have you contacted your Personal Adviser immediately?	Results will be out on <b>Thursday 19 August.</b>
<b>Don't</b> Panic if your results are not what you expected. Think you cannot change your post-16 options if your results are better or worse than expected. Think there is no one to talk to if you want, or need, to change your plans	