

Lytchett Minster School

Sixth Form Applications - September 2012

Notes for Guidance

Please read these notes carefully before you complete the Sixth Form Application Form.

1. INFORMATION

When you apply to join the Sixth Form, we need to have as much information as possible about you so that we can give you the best advice. Remember that how you complete an application form of any kind says a lot about you, your commitment and attitude!

Please therefore complete the Application Form carefully and supply as many details as possible so that we can help you make the right choices now for your future career. Forms that do not provide the required information will be returned and this may delay your interview.

2. DIFFICULTIES/ADVICE

If you are unsure of how to complete the form, or if you have any difficulties, please talk to your Tutor or Head of House, in the first instance. They may be able to help you or they may refer you to a member of the Sixth Form staff. Don't hesitate to ask for help! These are choices that may affect the rest of your life!

If you are not at Lytchett Minster School, please telephone the Sixth Form Administrator Mandy Franklin for advice
(01202 622413)

3. DEADLINES AND SIGNATURES

The form, when completed, should be signed and dated by you and your parent or guardian. It should then be returned to your Head of House as soon as possible (if at Lytchett Minster School) or sent by post to the Head of Sixth Form, at the address given on the form (if you are currently at another school). All Lytchett applications must reach the Sixth Form Office by Monday 23rd January 2012..

4. CURRENT CAREER THOUGHTS

It is particularly important that you fill in this section, so that we can see that the programme you are applying for fits in with your long term plans. If you really have no idea at all, then put this down - but start researching career directions now! Ask for a Connexions interview if you have not already had one, or talk to your Head of House or Tutor. Knowing what you are aiming for will help you to sustain motivation throughout your time in the Sixth Form.

5. FURTHER INFORMATION SECTION

In this section, please explain why you have chosen the course(s) and subjects stated on the form. The more we know about you, the more we will be able to help you achieve what you need. Remember that you are also trying to create a good impression so think carefully about what you would like us to know about you.

6. COURSE APPLIED FOR

- Please complete this part of the form very carefully and make sure you follow the instructions given. Your choice should link realistically with the grades you expect to get in your GCSE examinations. Please note that there are minimum requirements for some subjects and for certain programmes. (Please see the Sixth Form Prospectus for further details).
- When you chose your GCSE Option subjects, you had to choose from within certain blocks. The same applies now if you are choosing
 - An AS/A-level programme
 - A BTEC programme

The option blocks on the Application Form give a fairly accurate picture of what we expect the blocks to look like for September 2012 and, so far as possible, you should choose within these columns. However, if you have an important subject combination that does not fit this pattern, we will do our best to make it possible **but cannot guarantee that we will be able to accommodate it**. Enter the subjects on your form and we will discuss it with you at interview.

- Please note that a Level 3 BTEC Diploma is equivalent to 2 A-levels and therefore takes up two option blocks. A BTEC Level 3 Certificate in ICT is equivalent to 1 AS level and only takes up one option block.
- Please note that some AS subjects appear in two blocks, eg English, Physics, Geography. This is to give you a wider choice: only choose a subject once!

7. AND FINALLY

It is a good idea to make a note of the choices you have indicated on your Application form or, better still, make a photocopy. You should continue to research career directions throughout the next eight months or so, as your thoughts are likely to change or develop, particularly when your results are published. Don't be anxious about this - we can respond to most changing needs.

If you do begin to change your mind over the next few months, you should inform us **immediately**, as a new combination of subjects may be made possible, if this is known soon enough.

8. TIMETABLE FOR SIXTH FORM APPLICATIONS FOR SEPTEMBER 2012

January 2012	<ul style="list-style-type: none"> ▪ Issue of Sixth Form application forms ▪ Further drop-in sessions at lunchtimes ▪ Visits by Sixth Form students to tutor periods for questions and information
23 January 2012	<ul style="list-style-type: none"> ▪ Deadline for return of Sixth Form application forms ▪ References supplied by Heads of House and other schools
Mid February 2012	<ul style="list-style-type: none"> ▪ Sixth Form interviews
April 2012	<ul style="list-style-type: none"> ▪ Letters to students offering places in Sixth Form, subject to successful completion of Year 11 and obtaining relevant GCSEs
May/June 2012	<ul style="list-style-type: none"> ▪ GCSE examinations
Monday 2 July & Tuesday 3 July 2012	<ul style="list-style-type: none"> ▪ Sixth Form Induction Days
August 2012	<ul style="list-style-type: none"> ▪ GCSE examination results published
August 2012	<ul style="list-style-type: none"> ▪ Results surgery and course consultations
Early September 2012	<ul style="list-style-type: none"> ▪ Enrolment meeting for Year 12 students