

North Berwick High School



**KEEP  
CALM  
and  
CAREER  
PLAN**

S6 Careers Resource  
June 2020

# Welcome to S6

Welcome back to sixth year. Since this is your last year at school, it's essential to begin **now** to think about what you are going to do in the future. This book contains career planning resources that everyone can use this year.

As the school's Careers Advisers, we are here to give you information and advice about the options open to you, so please get in touch if you need our help.

## Help from Skills Development Scotland

If you would like help in deciding what to do when you leave school, you should register on Skills Development Scotland's website **My World of Work** at [www.myworldofwork.co.uk](http://www.myworldofwork.co.uk). As a starting point, use the online tools and quizzes on the website under Exploring Options to help identify areas of study or employment which might suit you. The website can also give you lots of useful information on applications, CVs, interviews, jobs and college. You can also call Skills Development Scotland's Contact Centre for advice on **0800 917 8000**.

If you have used the **My Strengths** tool and accessed **My World of Work** website and other resources to research information, but are still undecided about what to do, please speak to your Guidance teacher, who can refer you to one of us for a face to face interview in school.

We can also be contacted by phone at the Skills Development Scotland Centre in Musselburgh on **0131 665 3120** or by email at [mick.burns@sds.co.uk](mailto:mick.burns@sds.co.uk) [jennifer.jones@sds.co.uk](mailto:jennifer.jones@sds.co.uk) or use the blog at [www.edubuzz.org/careers](http://www.edubuzz.org/careers)

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**May 2020**

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# North Berwick High



## S6 2020/21 Career Planning

[www.myworldofwork.co.uk](http://www.myworldofwork.co.uk)



### STUDENT'S JOURNEY

Be aware of these dates

#### Term 1

#### Term 2

#### Term 3



UCAS applications completed.



Receive offers. Think about college courses.



Accept 2 offers. Research SAAS.



Research college courses.



Apply for college courses.



Accept course or look at alternatives.



Start working on your CV.



Start job hunting. Attend Jobs Roadshow.



Keep searching. Keep applying.



### Skills and Strengths

Everyone needs to identify these. Try using My Strengths at MWOW

#### Ready

You need to...



#### Steady

Everyone needs to...



#### Go!

Make sure...



start using the resources in this booklet and access the appropriate websites now.

work on their Personal Statements and CV in Term 1. Everyone!

you have worked on your applications. Attend Open Days and Conventions. Check everything before you submit. Use your Networks.

# Higher Education Open Days 2020

**Check dates and times before going to Open Days. Book on-line to reserve a place.**

**Some open days may be virtual events. Check university websites for up to date information**

| Institution                                     | Date of Visit  | Website address  |
|---|--|--|
| <b>Aberdeen University</b>                      | Medicine Open Day – Saturday 13 June virtual event.<br>Tuesday 25 August 2020 – General Open Day<br>Saturday 3 October 2020 – General Open Day   | <a href="https://www.abdn.ac.uk/vod">https://www.abdn.ac.uk/vod</a><br><br><a href="https://www.abdn.ac.uk/study/open-days.php">https://www.abdn.ac.uk/study/open-days.php</a>   |
| <b>University of Abertay, Dundee</b>            | Wednesday 30 September 2020<br>Saturday 31 October 2020  | <a href="https://www.abertay.ac.uk/visit/open-days/">https://www.abertay.ac.uk/visit/open-days/</a>  |
| <b>University of Dundee</b>                     | Dentistry – Thursday 11 June 2020 – on-line<br>Medicine – Friday 12 June 2020 – on-line<br>Main campus Open Days – Monday 31 August 2020 and Saturday 26 September 2020<br>Art/Design/Architecture – Friday 30 October and Saturday 31 October 2020. | <a href="https://www.dundee.ac.uk/study/visitus/opendays/">https://www.dundee.ac.uk/study/visitus/opendays/</a>  |
| <b>University of Edinburgh</b>                  | Saturday 26 September 2020<br>Saturday 10 October 2020   | <a href="http://www.ed.ac.uk/studying/undergraduate/open-day">http://www.ed.ac.uk/studying/undergraduate/open-day</a>  |
| <b>Edinburgh Napier University</b>              | Saturday 12 September 2020. All campuses.<br>Saturday 10 October 2020. All campuses.   | <a href="https://www.napier.ac.uk/study-with-us/undergraduate/meet-us/open-days">https://www.napier.ac.uk/study-with-us/undergraduate/meet-us/open-days</a>  |
| <b>University of Glasgow</b>                    | Glasgow campus – all contact will be on-line. Register on university website for information updates.<br>Crichton campus, Dumfries. Open Day<br>Wednesday 7 October 2020   | <a href="http://www.gla.ac.uk/about/visit/undergraduateevents/">http://www.gla.ac.uk/about/visit/undergraduateevents/</a><br><br><a href="http://www.gla.ac.uk/schools/interdisciplinary/studyindumfries/visitus/visitdays/">http://www.gla.ac.uk/schools/interdisciplinary/studyindumfries/visitus/visitdays/</a> |
| <b>Glasgow Caledonian University</b>            | Wednesday 2 September 2020<br>Saturday 3 October 2020  | <a href="http://www.gcu.ac.uk/study/opendays/and-tours/datesandtimes/">http://www.gcu.ac.uk/study/opendays/and-tours/datesandtimes/</a>  |
| <b>Glasgow School of Art</b>                    | Normally held in October. Check website for information.   | <a href="http://www.gsa.ac.uk/gsaopen">www.gsa.ac.uk/gsaopen</a>   |
| <b>Heriot-Watt University</b>                   | Edinburgh campus – Friday 3 July 2020 – online only.<br>Saturday 26 September and Saturday 24 October 2020.<br>Scottish Borders Campus, Galashiels – Friday 2 October and Friday 6 November 2020.  | <a href="https://www.hw.ac.uk/uk/meet-us/edinburgh-campus-open-day.htm">https://www.hw.ac.uk/uk/meet-us/edinburgh-campus-open-day.htm</a><br><br><a href="https://www.hw.ac.uk/uk/meet-us/sbc-open-day.htm">https://www.hw.ac.uk/uk/meet-us/sbc-open-day.htm</a>   |
| <b>University of the Highlands and Islands</b>  | Various visit days and on-line events at individual campuses. See website for information.   | <a href="https://www.uhi.ac.uk/en/studying-at-uhi/open-days/">https://www.uhi.ac.uk/en/studying-at-uhi/open-days/</a>  |
| <b>Queen Margaret University, Edinburgh</b>     | Saturday 26 September 2020<br>Saturday 17 October 2020   | <a href="http://www.qmu.ac.uk/marketing/bulletins/opendays.htm">http://www.qmu.ac.uk/marketing/bulletins/opendays.htm</a>  |
| <b>Robert Gordon University, Aberdeen</b>       | Wednesday 19 September 2020<br>Saturday 7 November 2020  | <a href="http://www.rgu.ac.uk/news-and-events/visit-us/undergraduate-events/open-days">http://www.rgu.ac.uk/news-and-events/visit-us/undergraduate-events/open-days</a>  |
| <b>Royal Conservatoire of Scotland, Glasgow</b> | Music – virtual open day Friday 12 June 2020. Check website for registration details.<br>Production – Friday 2 October 2020<br>Film – Saturday 10 October 2020<br>Drama – Friday 16 & Saturday 17 October 2020<br>Dance – Friday 30 October 2020     | <a href="https://www.rcs.ac.uk/studyhere/opendays/">https://www.rcs.ac.uk/studyhere/opendays/</a>  |
| <b>SRUC - Scotland's Rural Colleges</b>         | Various open days at individual campuses. Check website for full details.  | <a href="https://www.sruc.ac.uk/info/120091/open_days_and_events">https://www.sruc.ac.uk/info/120091/open_days_and_events</a>  |

|   |  |   |
|---|--|---|
| <b>University of St Andrews</b>           | Virtual open days. Book on-line.   | <a href="https://www.st-andrews.ac.uk/visiting/online/">https://www.st-andrews.ac.uk/visiting/online/</a>         |
| <b>University of Stirling</b>             | Virtual open day sessions on Thursday 4 June, Saturday 19 September, Saturday 24 October 2020. Sign up on university website.                                | <a href="http://www.stir.ac.uk/visit-the-campus/open-days/">http://www.stir.ac.uk/visit-the-campus/open-days/</a> |
| <b>Strathclyde University</b>             | Tuesday 1 September 2020<br>Saturday 3 October 2020  | <a href="http://www.strath.ac.uk/studywithus/openday/">http://www.strath.ac.uk/studywithus/openday/</a>           |
| <b>University of the West of Scotland</b> | Ayr – Wednesday 30 September 2020<br>Dumfries – Wednesday 23 September 2020<br>Lanarkshire – Saturday 3 October 2020<br>Paisley – Saturday 19 September 2020 | <a href="http://www.uws.ac.uk/opendays/">http://www.uws.ac.uk/opendays/</a>                                       |

# Useful Websites for Higher Education Applicants

[www.ucas.com](http://www.ucas.com) – UCAS (Universities and Colleges Admissions Service)

Details of degree courses throughout the UK. Includes course search by subject and/or institution, course profiles, university/college information, student finance. Also includes Apply, the on-line application system used by applicants to UK universities.

[www.myworldofwork.co.uk](http://www.myworldofwork.co.uk) – Skills Development Scotland's website

Provides information on Higher National and Degree courses as well advice on how to choose a course and make your application.

[www.planitplus.net](http://www.planitplus.net) - PlanIT

Contains information on all full and part time courses at Scottish colleges including Higher National Certificates/Diplomas, along with information on degree courses at Scottish universities.

<http://unistats.direct.gov.uk> – Unistats

Detailed information on the going rate for entry to courses. Also includes a survey of current students' views of their course, including how it is taught and assessed, level of academic support provided, availability of learning resources including libraries and IT facilities. Data on graduate employment destinations for individual courses.

[www.push.co.uk](http://www.push.co.uk) – PUSH Online

The ultimate Guide to student life, university and everything! Researched by students and recent graduates. Includes brief university profiles, university links to student unions/newspaper websites, information on how to apply, prices of beer, a jargon buster and lots more.

[www.elrah.ac.uk](http://www.elrah.ac.uk) – Edinburgh, Lothians, Fife and Borders Articulation Hub

Designed to help HNC/HND college students with progression on to degree courses at university. This site provides useful information for school leavers on links from HNC/D courses at local colleges to related courses at universities in south east Scotland.

[www.prospects.ac.uk](http://www.prospects.ac.uk) – Prospects

The essential guide to graduate careers, jobs and postgraduate study in the UK. Gives information about employment opportunities in its 'What do Graduates Do' section.

[www.saas.gov.uk](http://www.saas.gov.uk) – Student Awards Agency for Scotland

Information on all aspects of student funding including bursaries and student loans. Scottish students studying in Scotland do not pay tuition fees for their courses. Some students may be eligible for a non-repayable bursary depending on the level of their family's income. All students can apply for a non income assessed repayable loan. Look at this site to find out more about the cost of Higher Education.

Which University [here](#)  
Best Course for Me [here](#)  
Go Think Big [here](#)  
Studential [here](#)

The Student Room [here](#)  
Icould [here](#)





# Important information for applicants to courses in Medicine, Dentistry or Law

## Medicine and Dentistry

All applicants to degree courses in **Medicine** and **Dentistry** must sit an aptitude test. The **UCAT** (UK Clinical Aptitude Test) is being used by all Scottish universities (and the majority of those outside Scotland). This is an aptitude test, which does not draw on any particular body of knowledge that a candidate can learn in advance. However, you should familiarize yourself with the format of the test and do the practice questions on the UCAT website.

You must register on-line to take the test. Information on test dates and when to register is being reviewed by UCAT, because of the Covid 19 restrictions. Go to <https://www.ucat.ac.uk/ucat/registration-booking/covid-19/> for details. You can also follow the latest information on social media –

Instagram [@ucatofficial](#)

Twitter [@UCATofficial](#)

Facebook [@UCATofficial](#).

There is a test centre in Edinburgh. The cost of taking the test varies depending on your test date and hasn't yet been advertised because test dates have still to be confirmed. It ranged between £65 and £87 in 2019. Bursaries may be available to cover the cost of the test depending on parental income. Check the UCAT website for more details. [www.ucat.ac.uk](http://www.ucat.ac.uk).

The **BMAT** (BioMedical Admissions Test) is used by a small number of universities including Oxford, Cambridge, Brighton and Sussex Medical School, Lancaster University, University of Leeds, Imperial College, London and University College, London for entry to **Medicine**, by University of Leeds for **Dentistry** and by Oxford for **Biomedical Sciences**. Test sessions will be held on **5 September** and **4 November 2020**. You can sit the test only once. If you are applying for Medicine at Oxford, you must take the November test. Registration for the **September** test is between **22 June** and **9 August 2020**. The September test fee is £85. Registration for the **November** test is between **1 September** and **1 October 2020**. The November test fee is £49.

These dates may change because of Covid 19 restrictions. Check latest information at <https://www.admissionstesting.org/campaigns/coronavirus/>. [www.bmat.org.uk](http://www.bmat.org.uk).

## Law

The **LNAT** (the Law National Aptitude Test) is used by the **University of Glasgow** (and other institutions outside Scotland) as part of the selection process for applications to all courses in Law, including joint degrees in Law and another subject. The test can be taken between 1 September 2020 and 15 January 2021 (by 15 October 2020 if applying to Oxford University). The cost of the test is £50. Full details of test dates and registration go to the LNAT website [www.lnat.ac.uk](http://www.lnat.ac.uk).



**Start to think about how to write your [Personal Statement](#) for UCAS applications and what to include.**

- Remember to allow yourself plenty of time to work on creating a good personal statement. Universities decide on their offers based mainly on your statement and your exam results.
- Timeline for this [here](#)
- Online personal statement tool [here](#)
- More help on this is [here](#)
- Link to UCAS advice for parents and carers [here](#)
- More on applying to university and/or college [here](#)

## Planning Ahead

|   |   |
|---|---|
| <b>Don't have a clue:</b>                                     | <ul style="list-style-type: none"> <li>• Think about your skills, strengths and interests as discussed at today's session</li> <li>• Visit <a href="http://www.planitplus.net/careerzone/careerometer">www.planitplus.net/careerzone/careerometer</a> You can use the computers in the school library or at home to do this and it will help generate some ideas.</li> <li>• Register on <a href="http://www.myworldofwork.co.uk">www.myworldofwork.co.uk</a> for careers information and resources.</li> </ul> |
| <b>Have some ideas but need to explore options available:</b> | <ul style="list-style-type: none"> <li>• Visit <a href="http://www.planitplus.net">www.planitplus.net</a> for career and course information</li> <li>• Try getting some relevant work experience or work shadowing.</li> <li>• Start to research the post-school options outlined below using the available resources.</li> </ul>   |

### Post-school options and resources

|                             |   |
|-----------------------------|---|
| <b>Further Education</b>    | <ul style="list-style-type: none"> <li>• Visit <a href="http://www.planitplus.net">www.planitplus.net</a> for course availability</li> <li>• Read college prospectuses in the careers library and/or visit college websites:<br/> <b>Edinburgh College</b> - <a href="http://www.edinburghcollege.ac.uk">www.edinburghcollege.ac.uk</a><br/><br/> <b>Oatridge College</b> - <a href="http://www.sruc.ac.uk">www.sruc.ac.uk</a><br/><br/> <b>Borders College</b> - <a href="http://www.borderscollege.ac.uk">www.borderscollege.ac.uk</a></li> </ul> <p>There are many other colleges throughout Scotland which you can explore in more detail through the Planit website</p>  |
| <b>Higher Education</b>     | <ul style="list-style-type: none"> <li>• Visit <a href="http://www.ukcoursefinder.com">www.ukcoursefinder.com</a> you can take a quiz to help you identify course ideas</li> <li>• Visit <a href="http://www.ucas.com">www.ucas.com</a> and <a href="http://www.planitplus.net">www.planitplus.net</a> for course information</li> <li>• Visit <a href="http://www.saas.gov.uk">www.saas.gov.uk</a> for financial advice</li> <li>• Visit <a href="http://www.push.co.uk">www.push.co.uk</a> for student advice</li> <li>• Visit <a href="http://www.prospects.ac.uk">www.prospects.ac.uk</a> for degree course progression</li> <li>• Read university prospectuses in the careers library or visit university websites.</li> <li>• Attend the Higher Education Exhibition - details to follow</li> </ul> |
| <b>Employment/ Training</b> | <ul style="list-style-type: none"> <li>• Register on <a href="http://www.myworldofwork.co.uk">www.myworldofwork.co.uk</a> for help with CV's and interview skills</li> <li>• There are lots of job search websites; you can access some links to these on <a href="http://www.edubuzz.org/midandeastvacancies">www.edubuzz.org/midandeastvacancies</a></li> <li>• Visit Scottish Apprenticeships <a href="#">here</a> and The Guarantee <a href="#">here</a> and <a href="#">here</a></li> <li>• Try to get some relevant work experience or work shadowing or do some volunteering - try <a href="https://www.strive.scot/findvolunteering">https://www.strive.scot/findvolunteering</a></li> </ul>  |
| <b>Year Out</b>             | <ul style="list-style-type: none"> <li>• Visit <a href="http://www.yearoutgroup.org">www.yearoutgroup.org</a> <a href="http://www.summerjobs.com">www.summerjobs.com</a> and <a href="http://www.gapyear.com">www.gapyear.com</a></li> <li>• Think about what you hope to gain from a year out.</li> <li>• Plan what you would like to do at the end of your year out too</li> <li>• Country guides <a href="#">here</a> to help you</li> </ul>   |

Remember to use the Careers blog at [www.edubuzz.org/careers](http://www.edubuzz.org/careers)

**START PLANNING NOW!**

# College Resources

[Edinburgh College](#)

Borders College [here](#)

Scotland's Rural [Colleges](#)

Pre-application resources [here](#)

Higher National level funding [here](#)

HN to degree progression routes [here](#)

Scottish Qualifications Framework [here](#)

# Finding Employment

CV preparation [here](#)

MyWOW Cover letter information [here](#)

MyWOW Cover letter layout and examples [here](#)

MyWOW Cover letter information [here](#)

MyWOW Cover letter layout and examples [here](#)

MyWOW – Interviews help [here](#)

MyWOW – My Interview [here](#)

Some Vacancies Information [here](#)