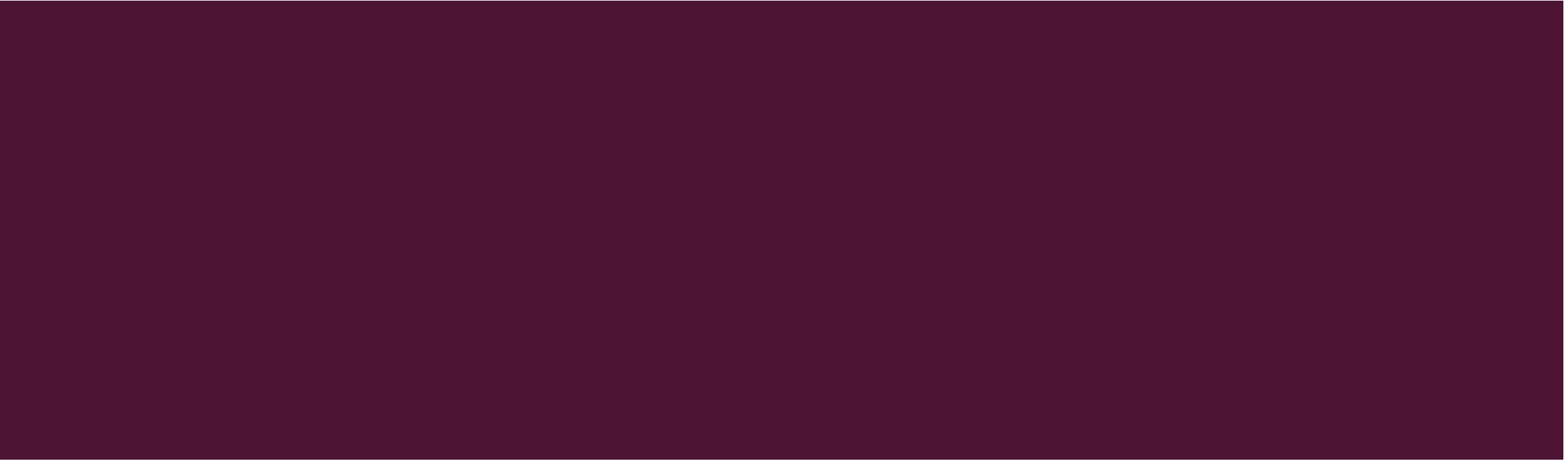




PSI 6 PARENT & STUDENT GUIDE

USE THIS GUIDE TO HELP APPLY FOR POST-16 COURSES



SECTION I - PERSONAL STATEMENT AND WORK EXPERIENCE

- This section outlines how and where to write your personal statement and work experience

DO'S AND DON'TS – PERSONAL STATEMENTS

Do

- **Do** use your best English and check your spelling and grammar are correct.
- **Do** be enthusiastic – if you show your interest in the course, it will help your application.
- **Do** ask people that you trust, like your teacher/adviser or parent/carer to read through what you have written and give you feedback

Don't

- **Don't** exaggerate – you might be asked about what you have written if you attend an interview with the course provider.
- **Don't** leave it until the last minute – it's a good idea to give yourself time to think about what you write to make sure you don't forget anything
- **Don't** copy your friends or apply for a course because they have. You are different people.



WHAT TO INCLUDE

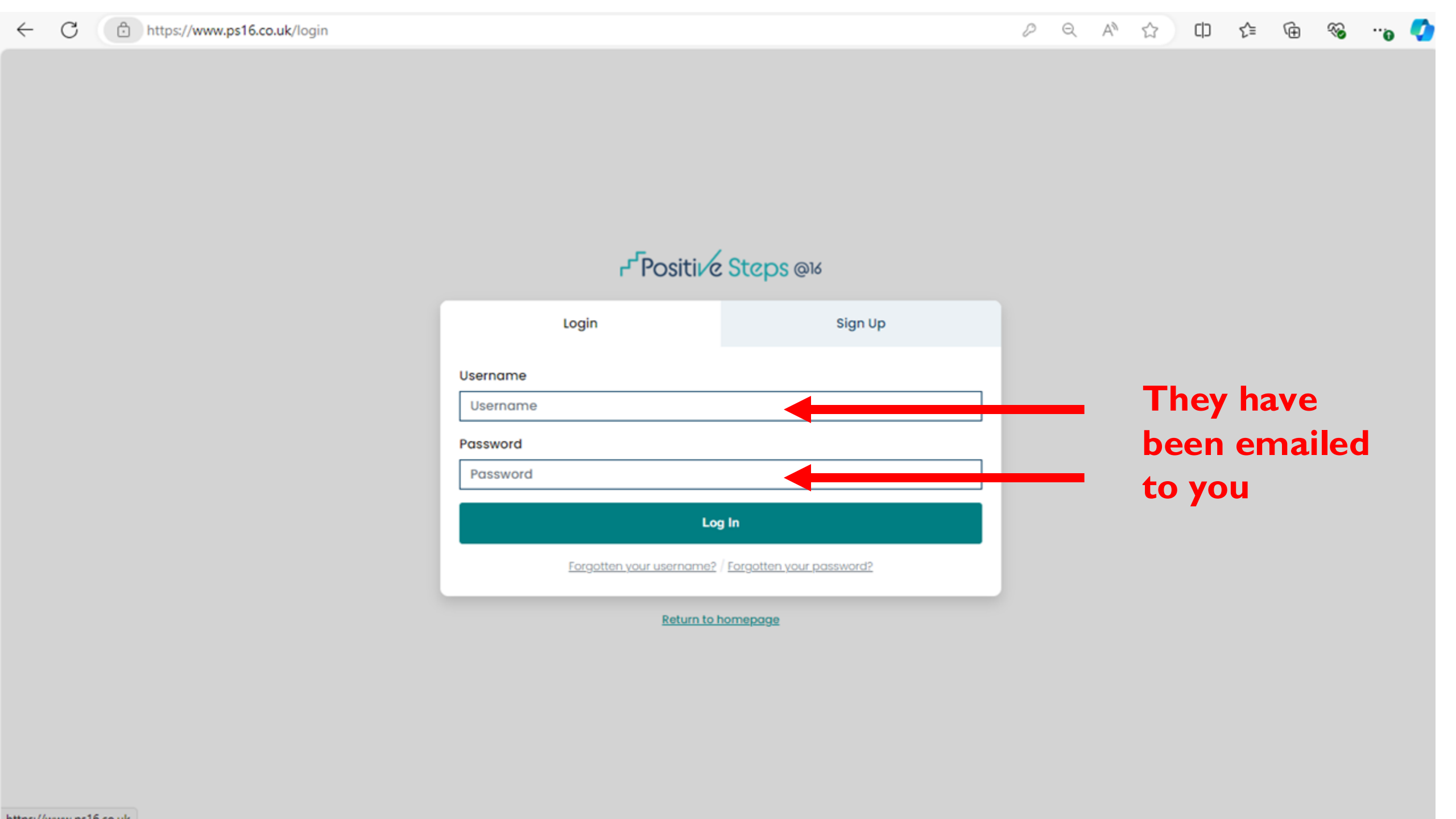
- 1) Your skills and achievements
- 2) Your hobbies and interests
- 3) Your plans for the future

YOUR SKILLS AND ACHIEVEMENTS

- Write about anything you have done that might help with your application.
- Write about anything you are proud of passing, for example, grade 2 in piano, or being selected for a sports team.
- Include any awards you have done, such as Duke of Edinburgh, or through ASDAN, for example.
- You can add any positions of responsibility you have held, for example, being a prefect or helping with young students at school.

HOBBIES AND INTERESTS

- Make a list of your hobbies, interests, and anything you do socially.
- Think about how they show your skills and ability.
- Try to link them to skills and experience you might need on your chosen course(s).



Login

Sign Up

Username

Password

Log In

[Forgotten your username?](#) / [Forgotten your password?](#)

[Return to homepage](#)

They have
been emailed
to you

CAREERS PLANS

- Use this section to tell the provider what you might like to do in the future as a career after completing the course. Explain how you would like to use the course(s) you have applied for to help you reach your goal.



GO TO:

<https://www.ps16.co.uk/>

Login details will be emailed to students

About our prospectus

Welcome to PS16, your Online Careers Gateway.

PS16 is an online prospectus and application system for young people to apply to school sixth forms, colleges and training providers.

Anyone can browse the prospectus to find out more about courses and opportunities, but to make an application you will need your log in details.

Opportunities >



Click login

Opportunities

Helping you make the right choice



Full time courses & Apprenticeships



Employer Apprenticeship Vacancies



Jobs

Terms and conditions

Before you proceed we want you to know exactly how our prospectus works and why we need your details. Please state that you have read and agreed to these terms before you continue.

I agree to the **Terms and Conditions** and **Privacy Policy** for this website and I give my permission for the information to be shared with the employer, education, careers advisers or training provider when any application is made. It will NOT be passed on to any other parties without your permission.

Please note that if you do not consent your information will not be saved and/or shared, and with respect to any on-line applications, you will have to apply using a different format. Please contact the provider directly to find out more.

I have read and agree to the Terms and Conditions

Cancel

**Read the terms and conditions.
Then click on the Agree button.**

Logo

Logo

Logo

Logo

Logo

Your Local Online Careers Gateway

We know it can sometimes be difficult to find what you are looking for, so if you have any questions or suggestions just ask and get in touch with us!

info@eprospectus.co.uk

Useful links

Information & Guidance

Opportunities

Get in touch

Other websites

eProspectus

eProspectus

eProspectus

Get social

 Twitter

 Facebook

 YouTube

Your Account

Get the most out of all the PS16 services you use.



Welcome back, Brad

This is your account for **_Ex - Ivanhoe School**

What do you want to do today?

This is your homepage

Apply

You need to fully complete both your profile and next steps before you can make an application.

Your profile

A record of your information.

Status complete

[Update your details](#)



Your next step

Where you plan to go after year 11?

Status complete

[Change destination](#)



Your Applications

Management centre.

[Create or Review applications](#)



At a glance...

Everything you need to know about in one handy place.

10

[Messages](#)

You have new messages to read

X

[Your Profile](#)

Is your profile still correct?

Tools

This is where you can access additional packages.

Your Account

Get the most out of all the PS16 services you use.

Welcome back, Brad

This is your account for **_Ex - Ivanhoe School**

What do you want to do today?

This is where you need to fill in your personal information

Apply

You need to fully complete both your profile and next steps before you can make an application.

Your profile

A record of your information.

Status **complete**

[Update your details](#)



Your next step

Where you plan to go after year 11?

Status **complete**

[Change destination](#)



Your Applications

Management centre.

[Create or Review applications](#)



At a glance...

Everything you need to know about in one handy place.

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[Messages](#)

You have new messages to read

X

[Your Profile](#)

Is your profile still correct?

Tools

This is where you can access additional packages.

Your profile

Your individual user information that is used for creating your applications.



All sections need to be complete

[Back to your account](#)

This is all about you, Brad.

In order to complete your profile, please work through and complete each of the sections.

This is where your personal statement goes

Create an application >

Personal Details

Information about you.

Status complete

[Update details](#)



Address

Information about where you live.

Status complete

[Update details](#)



Health

Information about your health.

Status complete

[Update details](#)



Parental Information

Contact details of your parent, carer or guardian.

Status complete

[Update details](#)



Qualifications

List all your qualifications from secondary education onwards.

Status complete

[Update details](#)



Work Experience

This section is all about the work experience you have had, including any part time jobs, and references.

Status complete

[Update details](#)



Personal Statement

Your chance to describe your ambitions, skills, and experience.

Status complete

[Update details](#)



Equality and Diversity

This section is all about who you are and what you believe.

Status complete

[Update details](#)



Do not change predicted grades



[← Back to your profile](#)

Personal Statement

Include interests and hobbies. You could also talk about your favourite subject and careers aspirations. This should make you sound as good as you can be, so don't put anything negative - but be honest at the same time!

Personal Statement *

Include interests and hobbies. You could also talk about your favourite subject and careers aspirations. This should make you sound as good as you can be, so don't put anything negative - but be honest at the same time!

Copy and paste statement here

You have 5000 characters remaining

[Save and continue](#)

[Cancel](#)

At a glance...

How much have you completed?

✓	Personal Details
✓	Address
✓	Health
✓	Parental Information
✓	Qualifications
✓	Work Experience
✓	Personal Statement
✓	Equality and Diversity

Your profile

Your individual user information that is used for creating your applications.



All sections need to be complete

[Back to your account](#)

This is all about you, Brad.

In order to complete your profile, please work through and complete each of the sections.

This is where your Work experience goes

Create an application >

Personal Details Information about you. Status complete Update details >	Address Information about where you live. Status complete Update details >	Health Information about your health. Status complete Update details >	Parental Information Contact details of your parent, carer or guardian. Status complete Update details >
Qualifications List all your qualifications from secondary education onwards. Status complete Update details >	Work Experience This section is all about the work experience you have had, including any part time jobs, and references. Status complete Update details >	Personal Statement Your chance to describe your ambitions, skills, and experience. Status complete Update details >	Equality and Diversity This section is all about who you are and what you believe. Status complete Update details >

[< Back to your profile](#)

Work Experience

Please write about any work experience you have done, any part-time jobs you have or have had and any volunteering you have undertaken, including start and end dates (if known).

Work Experience *

Please write about any work experience you have done, any part-time jobs you have or have had and any volunteering you have undertaken.

☐ I have not had the opportunity to undertake any form of work experience. *

I have not had the opportunity to undertake any form of work experience.

or

I volunteered as..... This has developed

I have worked in..... This has developed

You have 4839 characters remaining

Save and continue

[Cancel](#)

Copy and paste work experience here

Don't forget to say how it has developed you

At a glance...

How much have you completed?

- ✓ [Personal Details](#)
- ✓ [Address](#)
- ✓ [Health](#)
- ✓ [Parental Information](#)
- ✓ [Qualifications](#)
- ✓ [Work Experience](#)
- ✓ [Personal Statement](#)
- ✓ [Equality and Diversity](#)

[← Back to your profile](#)

Qualifications

Add all the qualifications you are currently studying at school. You will also need to add the ones that you have completed and have a result for.

Your qualifications

AQA Level1/Level2 GCSE (9-1) in combined Science: Trilogy	GCSE or Equivalent	44 (p)	06/2024	
AQA Level1/Level2 GCSE (9-1) in English Language	GCSE or Equivalent	5 (p)	05/2024	
AQA Level1/Level2 GCSE (9-1) in English Literature	GCSE or Equivalent	5 (p)	05/2024	
AQA Level1/Level2 GCSE (9-1) in Mathematics	GCSE or Equivalent	4 (p)	06/2024	
Pearson Edexcel Level1/Level2 GCSE (9-1) in Design and Technology	GCSE or Equivalent	6 (p)	06/2024	
Pearson Edexcel Level1/Level2 GCSE (9-1) in Geography B	GCSE or Equivalent	6 (p)	06/2024	
Pearson Edexcel Level1/Level2 GCSE (9-1) in History	GCSE or Equivalent	5 (p)	06/2024	
OCR Level1/Level2 GCSE (9-1) in Physical Education	GCSE or Equivalent	3 (p)	06/2024	Delete

[Add a new qualification](#)



[< Back to your applications](#)

Are you ready, Brad?

Your Application ID is 936148. If you have any problems, please refer to this number.

Check ALL DETAILS are correct

 This application has not been sent yet.

Personal Details

Status



[Update details](#)



Address

Status



[Update details](#)



Health

Status



[Update details](#)



Parental Information

Status



[Update details](#)



Qualifications

Status



[Update details](#)



Work Experience

Status



[Update details](#)



Personal Statement

Status



[Update details](#)



Equality and Diversity

Status



[Update details](#)



Course Choices

No course chosen.

Status



[Add/remove courses](#)



Review & Send Your Application

Status



[Review and send](#)



SECTION 2 – FINDING AND FAVOURITING COURSES

- This section outlines how and where to find and favourite courses
- We recommend that you add a few courses to your favourites with a range of entry requirements.

Your Account

Get the most out of all the PS16 services you use.

Welcome back, Brad

This is your account for **_Ex - Ivanhoe School**

What do you want to do today?

Apply

You need to fully complete both your profile and next steps before you can make an application.

Your profile

A record of your information.

Status complete

[Update your details](#)



Your next step

Where you plan to go after year 11?

Status complete

[Change destination](#)



Your Applications

Management centre.

[Create or Review applications](#)



At a glance...

Everything you need to know about in one handy place.

10

Messages

You have new messages to read

X

Your Profile

Is your profile still correct?

Tools

This is where you can access additional packages.

Click here to find courses

Opportunities

Helping you to make the right choice.



Search for opportunities

What do you want to study?

Full time courses



Search



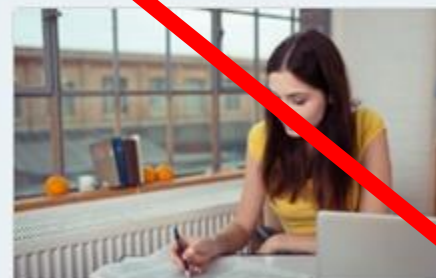
Full time courses

Browse our range of both vocational and academic courses and get your career off to a flying start.



Employer apprenticeship vacancies

Use this search to look for current vacancies.



Jobs

Browse our range of courses

Search for course

Opportunities

Helping you to make the right choice.



Search for opportunities

Full time courses



Search



Full time courses

Browse our range of both vocational and academic courses and get your career off to a flying start.



Employer apprenticeship vacancies

Use this search to look for current vacancies.



Jobs

Browse our range of courses

Full time courses

Course listing

Showing 21 out of 21 available courses.

[< Back](#)

Filters

Select the type of course you're interested in to filter your results.

[Clear filters](#)

Enter either the postcode where you live or where you would like to travel from.

- Any Distance -

2024-2025



A Level Chemistry

The Castle Rock School

GCE A/AS Level or Equivalent Level 3



A Level Chemistry

Lutterworth College

GCE A/AS Level or Equivalent Level 3



A Level Chemistry

Wigston College

GCE A/AS Level or Equivalent Level 3

A Level Chemistry

Select course

[← Back to search results](#)



A Level Chemistry

[Lutterworth College](#)

Bitteswell Road, Lutterworth, Leicester, LE17 4EW

GCE A/AS Level or Equivalent Level 3



Available start dates

Sunday, 01 September 2024

Lutterworth College 2 Year(s) Full time Daytime/working hours



Other Courses

- [A Level Art & Design: Fine Art](#)
- [A Level Art & Design: Photography](#)
- [A Level Biology](#)
- [A Level Business](#)
- [A Level Computer Science](#)
- [A Level Economics](#)
- [A Level English Language](#)
- [A Level English Literature](#)
- [A Level French](#)
- [A Level Further Maths](#)

[+ View all similar courses](#)

Course Summary

To find out more information about our A Level Chemistry course, please click on the following link:

https://www.lutterworthcollege.org.uk/docs/Chemistry_Oct_2020.pdf

[Course Details](#)

**Add to favourites -
you will apply later**

[← Back to search results](#)



A Level Chemistry

Lutterworth College

Bitteswell Road, Lutterworth, Leicester, LE17 4EW

GCE A/AS Level or Equivalent Level 3



Available start dates

Sunday, 01 September 2024

Lutterworth College 2 Year(s) Full time Daytime/working hours

In Favourites

Apply

Course Summary

To find out more information about our A Level Chemistry course, please click on the following link:

https://www.lutterworthcollege.org.uk/docs/Chemistry_Oct_2020.pdf

Course Details

A-level Chemistry attempts to answer the big question 'what is the world made of' and it's the search for this

Other Courses

- [A Level Art & Design: Fine Art](#)
- [A Level Art & Design: Photography](#)
- [A Level Biology](#)
- [A Level Business](#)
- [A Level Computer Science](#)
- [A Level Economics](#)
- [A Level English Language](#)
- [A Level English Literature](#)
- [A Level French](#)
- [A Level Further Maths](#)

[+ View all similar courses](#)

Add to favourites

SECTION 3 – APPLYING FOR FAVOURITE COURSES

- This section outlines how to apply courses that have been added to favourite courses

Your Account

Get the most out of all the PS16 services you use.



Welcome back, Brad

This is your account for **_Ex - Ivanhoe School**

What do you want to do today?

Apply

You need to fully complete both your profile and next steps before you can make an application.

Your profile

A record of your information.

Status complete

[Update your details](#)



Your next step

Where you plan to go after year 11?

Status complete

[Change destination](#)



Your Applications

Management centre.

[Create or Review applications](#)



At a glance...

Everything you need to know about in one handy place.

10

[Messages](#)

You have new messages to read

X

[Your Profile](#)

Is your profile still correct?

Tools

This is where you can access additional packages.

Scroll down

Your Account

Get the most out of all the PS16 services you use.



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This is your account for **_Ex - Ivanhoe School**

What do you want to do today?

Apply

You need to fully complete both your profile and next steps before you can make an application.

Your profile

A record of your information.

Status **complete**

[Update your details](#)

Your next step

Where you plan to go after year 11?

Status **complete**

[Change destination](#)

Your Applications

Management centre.

[Create or Review applications](#)

At a glance...

Everything you need to know about in one handy place.

10

[Messages](#)

You have new messages to read

X

[Your Profile](#)

Is your profile still correct?

Tools

This is where you can access additional packages.

Message centre

You have **10 new messages**.

[Create a new message](#)

[View your inbox](#)

Your favourites

Add and remove saved courses.

[Manage your list \(5\)](#)



Favourites found here

Favourites

[← Back to your account](#)

Compare and organise

These are the courses/opportunities you've added to your favourites list, grouped by provider.

Advanced Football Development Academy

[BTEC Level 3 – Extended Diploma in Sports Studies](#) Level 3 (01/09/2024)

View

Remove

Ashby School

[A-Level in Design and Technology: Product Design](#) Level 3 (29/08/2024)

View

Remove

[A-Level in Biology](#) Level 3 (29/08/2024)

View

Remove

Lutterworth College

[A Level Chemistry](#) Level 3 (01/09/2024)

View

Remove

SMB College Group

[Engineering Level 3](#) Level 3 (01/09/2024)

View

Remove

Click on course



[← Back to search results](#)



A Level Chemistry

[Lutterworth College](#)

Bitteswell Road, Lutterworth, Leicester, LE17 4EW

GCE A/AS Level or Equivalent Level 3



Available start dates

Sunday, 01 September 2024

Lutterworth College 2 Year(s) Full time Daytime/working hours

In Favourites

Apply

Course Summary

To find out more information about our A Level Chemistry course, please click on the following link:

https://www.lutterworthcollege.org.uk/docs/Chemistry_Oct_2020.pdf

Course Details

A-level Chemistry attempts to answer the big question 'what is the world made of' and it's the search for this

Other Courses

- [A Level Art & Design: Fine Art](#)
- [A Level Art & Design: Photography](#)
- [A Level Biology](#)
- [A Level Business](#)
- [A Level Computer Science](#)
- [A Level Economics](#)
- [A Level English Language](#)
- [A Level English Literature](#)
- [A Level French](#)
- [A Level Further Maths](#)

[+ View all similar courses](#)

Apply

Course choices

For Lutterworth College (936164)



[← Back to your application](#)

It is time to choose...

Select each course you would like to include in your application.

1. Add a course from your favourites list.

Lutterworth College

[Browse courses](#)

[A Level Chemistry](#) (01/09/2024)

[Add course](#)



2. Double-check your choice and order by preference.

Please note – any courses with a red background are no longer available and need to be removed from your application.

Until you add at least one course, you cannot progress with your application.

Your Local Online Careers Gateway

We know it can sometimes be difficult to find what you are looking

Useful links

[Apprenticeships](#)

Other websites

[Leicester Employment Hub](#)

Get social

[X](#) [Twitter](#)

Course choices

For Lutterworth College (936222)

[Back to your application](#)

It is time to choose...

Select each course you would like to include in your application.

1. Add a course from your favourites list.

Lutterworth College

Browse courses

A Level Chemistry (01/09/2024)

Click for Info

2. Double-check your choice and order by preference.

Please note - any courses with a red background are no longer available and need to be removed from your application.

Lutterworth College

1

A Level Chemistry (Level 3)



Appears here

Make sure to add all desired courses for a college before applying

Course choices

For Lutterworth College (936312)

[< Back to your application](#)

It is time to choose...

Select each course you would like to include in your application.

1. Add a course from your favourites list.

Lutterworth College		Browse courses
A Level Chemistry (01/09/2024)		Click for info.
A Level Physics (01/09/2024)		Click for info.

2. Double-check your choice and order by preference.

Please note - any courses with a red background are no longer available and need to be removed from your application.

Lutterworth College		
1	A Level Physics (Level 3)	↑ ↓ 🗑️
2	A Level Chemistry (Level 3)	↑ ↓ 🗑️

Use the arrows to chose the preference of a course

Course choices

For Lutterworth College (938312)



[< Back to your application](#)

It is time to choose...

Select each course you would like to include in your application.

1. Add a course from your favourites list.

Lutterworth College		Browse courses
A Level Chemistry (01/09/2024)		Click for info.
A Level Physics (01/09/2024)		Click for info.

2. Double-check your choice and order by preference.

Please note - any courses with a red background are no longer available and need to be removed from your application.

Lutterworth College		
1	A Level Chemistry (Level 3)	↑ ↓ 🗑️
2	A Level Physics (Level 3)	↑ ↓ 🗑️

Use the arrows to chose whether a course is first preference

Make sure to add all courses before applying



[← Back to your application](#)

It is time to choose...

Select each course you would like to include in your application.

1. Add a course from your favourites list.

Lutterworth College
[A Level Chemistry \(01/09/2024\)](#)

[Browse courses](#)
[Click for info.](#)

2. Double-check your choice and order by preference.

Please note – any courses with a red background are no longer available and need to be removed from your application.

Lutterworth College

1

A Level Chemistry (Level 3)

[↑](#)[↓](#)[🗑](#)

3. Why have you chosen the course(s)?

For example, they will lead to a type of career, it's an area that you are interested in etc. If you have chosen different types of courses, you should also explain why. Don't feel you have to write too much here.

I have picked to study at Lutterworth because...

[Save and continue](#)

[Cancel](#)

Do not change predicted grades

[← Back to your applications](#)

Are you ready, Brad?

Your Application ID is 936164. If you have any problems, please refer to this number.

⚠ This application has not been sent yet.

Personal Details

Status

[Update details](#)



Address

Status

[Update details](#)



Health

Status

[Update details](#)



Parental Information

Status

[Update details](#)



Qualifications

Status

[Update details](#)



Work Experience

Status

[Update details](#)



Personal Statement

Status

[Update details](#)



Equality and Diversity

Status

[Update details](#)



Course Choices

You have [1 course](#) selected.

Status

[Add/remove courses](#)



Review & Send Your Application

Status

[Review and send](#)



You must review and send

Reference

Please enter the title, name and school role of the designated person (eg Teacher/Tutor/Head of Year) from your current school who will be able to provide us with your reference and estimated grades (eg Ms A Smith, Form Teacher).

Title *

Forename/Initial *

Surname *

School *

Role *

EmailAddress *

Consent

Please note that if you do not consent your on-line application will not be shared and you will have to apply using a different format. Please contact the provider directly to find out more.

☐ I have read and give my explicit consent for the personal information about me that is saved on this site to be held by Leicester City Council, and for this information to be shared with my existing and other educational institutions This includes schools/academies, colleges and training providers to whom I apply, and for the purposes described in, and processed in accordance with, The General Data Protection Regulation (GDPR) (EU) 2016/679 and the Data Protection Act 2018 [subject to Royal Assent], and outlined in the site's [Privacy Notice](#). The information will only be processed for the purposes of training and education and the provision of grants and benefits.

☐ I have reviewed the application, I'm satisfied with the contents and wish to send it to the provider.

[Send your application](#)

[Cancel](#)



Add reference

**Use your form
tutor**



**Tick consent box's
Then send
application**