

Dalkeith High School S6 Careers Resource 2021-22

Welcome to S6

Welcome back to sixth year at Dalkeith High School. 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 planningresources that everyone can use this year.

As the school’s Careers Adviser, I am here to give you information and advice about the options open to you, so please get in touch if you need my 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**. As a starting point, use the online tools and quizzes on the website 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 **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 / Pupil Support Leader, who can refer you to me for a face to face interview in school.

We can also be contacted by phone at the Skills Development Scotland Centre in Dalkeith on 0131 663 7287 or 07887 831027 or by email at [barbara.moir@sds.co.uk](mailto:barbara.moir@sds.co.uk)

**Barbara Moir**

**Careers Adviser**

**Dalkeith High School**

**September 2021**

**Career Planning Timeline**

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| |  |  |  |  | | --- | --- | --- | --- | |  | Term 1 | Term 2 | Term 3 | | University | UCAS applications completed. | Receive offers. Think about college backup college courses. | Accept 2 offers – FIRM and INSURANCE. | | College | Research college courses. | Apply for college courses. | Accept college course or look at alternatives. | | Work | Start working on your CV. | Start job hunting. Attend Job Roadshows/ Career Fairs. | Keep searching, keep applying. | |

**Skills and Strengths –** important to identify your skills and strengths for all applications. To help you find out what your skills and strengths are, try the **Skills** tool and the **Strengths** tool on [**www.myworldofwork.co.uk**](http://www.myworldofwork.co.uk)

**Ready**

You need to start to .... use the resources in this booklet and access

the appropriate websites now.

**Steady**

Everyone needs to ….. work on their personal statements and CV in

Term 1. Everyone!

**Go!**

Make sure …… you have worked on your applications.

Attend open days and conventions / fairs.

Check everything before you submit.

Use your networks.

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**Planning Ahead**

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| **Don’t have a clue:** | * Think about your skills, strengths and interests. * Visit [www.planitplus.net](http://www.planitplus.net) and complete the Careers Match quiz for ideas. Register on [www.myworldofwork.co.uk](http://www.myworldofwork.co.uk) for careers information and resources. Try the **About Me** and **Strengths** tools for suggestions. |
| **Have some ideas but need to explore options available:** | * Visit [www.planitplus.net](http://www.planitplus.net) for career and course information. * Check out your ideas on [www.myworldofwork.co.uk](http://www.myworldofwork.co.uk) * Try getting some relevant work experience or work shadowing. * Start to research the post-school options outlined below using the available resources. |

**Post-school options and resources**

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| **Further Education** | * Visit [www.planitplus.net](http://www.planitplus.net) for college information * Read college prospectuses in the careers library and/or visit college websites:   Borders College – [www.borderscollege.ac.uk](http://www.borderscollege.ac.uk)  Edinburgh College – [www.edinburghcollege.ac.uk](http://www.edinburghcollege.ac.uk)  Newbattle Abbey College – [www.newbattleabbeycollege.ac.uk](http://www.newbattleabbeycollege.ac.uk)  SRUC College – [www.sruc.ac.uk](http://www.sruc.ac.uk)  There are many other colleges throughout Scotland which you can explore in more detail through the Planit website. |
| **Higher Education** | * Visit [www.ukcoursefinder.com](http://www.ukcoursefinder.com) you can take a quiz to help you identify course ideas. * Visit [www.ucas.com](http://www.ucas.com) and [www.planitplus.net](http://www.planitplus.net) for course information. * Visit [www.saas.gov.uk](http://www.saas.gov.uk) for financial advice. * Visit [www.push.co.uk](http://www.push.co.uk) for student advice. * Visit [www.prospects.ac.uk](http://www.prospects.ac.uk) for degree course progression. * Go to open days at the universities to see what they are like. * LEAPS – [www.leapsonline.org](http://www.leapsonline.org) * ACES for art and design courses <https://www.ed.ac.uk/student-recruitment/widening-participation/projects/aces/aces-resources> * REACH for law, medicine and vet medicine <https://www.ed.ac.uk/student-recruitment/widening-participation/projects/reach/pupil-resources> * Read university prospectuses in the careers library or visit university websites. * Attend Higher Education Fairs – see [www.ucas.com](http://www.ucas.com) for location and dates. |
| **Employment/ Training** | * Register on [www.myworldofwork.co.uk](http://www.myworldofwork.co.uk) for help with CV’s and interview skills * There are lots of job search websites keep a weekly check on these: [www.edubuzz.org/midandeastvacancies](http://www.edubuzz.org/midandeastvacancies), [www.notgoingtouni.com](http://www.notgoingtouni.com) , [www.apprenticeships.scot](http://www.apprenticeships.scot) and [www.theguarantee.org](http://www.theguarantee.org) * Visit [www.yell.com](http://www.yell.com) or use the Yellow Pages or local trade directories to identify employers to contact about recruitment. * Try to get some relevant work experience or work shadowing or do some volunteering – try [www.volunteermidlothian.org.uk](http://www.volunteermidlothian.org.uk) |
| **Year Out** | * Visit [www.yearoutgroup.org](http://www.yearoutgroup.org) [www.summerjobs.com](http://www.summerjobs.com) and [www.gapyear.com](http://www.gapyear.com) * Think about what you hope to gain from a year out. * Plan what you would like to do at the end of your year out to.   Country guides <https://www.prospects.ac.uk/postgraduate-study/study-abroad> |

**START PLANNING NOW! To arrange an interview with Barbara Moir, Careers Adviser, contact your Pupil Support Leader or email Barbara at** [**Barbara.moir@sds.co.uk**](mailto:Barbara.moir@sds.co.uk) **or phone 07887 831 027**

**Higher Education Open Days 2021**

**The majority of open days are virtual on-line events.**

**Register on university websites for up to date information and to reserve a place.**

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| **Institution** | **Date of Visit** | **Website address** |
| **Aberdeen University** | Sat 12 June 2021 Medicine/ Dentistry virtual open day.  Tue 31Aug 2021 – virtual open day.  Sat 2Oct 2021 – on campus open day.  Register on university website. | <https://www.abdn.ac.uk/study/undergraduate-open-day/> |
| **University of Abertay, Dundee** | No specific day – see website. | <https://www.abertay.ac.uk/visit/online-applicant-day/> |
| **University of Dundee** | Tue 8 June 2021 Dentistry – virtual open day.  Fri 11 June 2021 Medicine – virtual open day.  Tue 15 June 2021 STEM & Nursing  Wed 16 June 2021 Art, design, architecture, urban planning, business and education – virtual open day.  Mon 30 Aug 2021 – virtual open day.  Sat 25 Sept 2021– virtual open day.  Sat 30 Oct 2021 & Thur 18 Nov 2021 – Art, design & architecture – virtual open days | <https://www.dundee.ac.uk/open-days> |
| **University of Edinburgh** | Mon 21 June – Thur 24June 2021 Virtual Open Days.  Tue 18 May 2021 Medicine Information Day – virtual.  Virtual information sessions – various dates. Sign up on the university website for information. | <https://www.ed.ac.uk/studying/undergraduate/open-days-events-visits/open-day> |
| **Edinburgh Napier University** | Sat 18 Sept 2021. Virtual open day.  Sat 30 Oct 2021. On campus open day.  Register on-line for details. | <https://www.napier.ac.uk/study-with-us/undergraduate/meet-us/open-days> |
| **University of Glasgow** | Glasgow campus – Tue 15 June 2021 and Wed 1 Sept 2021. Virtual open days. Register on university website.  Crichton campus, Dumfries. Virtual open day. Date to be confirmed. Register on university website for update. | <https://www.gla.ac.uk/explore/visit/undergraduate/opendays/>  <https://www.gla.ac.uk/schools/interdisciplinary/studyindumfries/visitus/online/> |
| **Glasgow Caledonian University** | Thur 10 June 2021, Wed 8 Sept 2021, Sat 2Oct 2021, Thur 21 Oct 2021 and Thur 18 Nov 2021. Virtual open days. Book on line. | <https://www.gcu.ac.uk/study/opendaysandtours/datesandtimes/> |
| **Glasgow School of Art** | Virtual open days available - register on website for more information.  Campus open days planned for later in 2021 – dates to be announced. | <https://www.gsa.ac.uk/visit-gsa/open-days/> |
| **Heriot-Watt University** | Edinburgh campus – Sat 25 Sept and Sat 23 Oct 2021.  Scottish Borders Campus, Galashiels – Fri 1 Oct and Fri 5 November 2021. | <https://www.hw.ac.uk/uk/visit/edinburgh-campus-open-day.htm>  <https://www.hw.ac.uk/uk/visit/sbc-open-day.htm> |
| **University of the Highlands and Islands** | See website for individual campuses contact details. | <https://www.uhi.ac.uk/en/studying-at-uhi/open-days/> |
| **Queen Margaret  University, Edinburgh** | Sat 25 Sept & Sat 23 Oct 2021. Virtual open days, on campus visits may be available – register on website for details. | <https://www.qmu.ac.uk/open-days-and-meeting-us/undergraduate-open-days/> |
| **Robert Gordon  University, Aberdeen** | Sat 18 Sept, Wed 6 Oct & Sat 6 Nov 2021. These are on line events – check website. | <https://www.rgu.ac.uk/study/visit-us/open-days> |
| **Royal Conservatoire of Scotland, Glasgow** | 25 May 2021 Contemporary Performance Practice. 20 June 2021 School of Music. To be confirmed. Go to website to register interest to be notified of virtual open day dates. | <https://www.rcs.ac.uk/apply/visit-us/open-days/> |
| **SRUC - Scotland’s Rural Colleges** | Various virtual open days at individual campuses. Check website for full details. | <https://ww1.sruc.ac.uk/courses-training/useful-information/open-days-events/> |
| **University of St Andrews** | Tue 1 June – Wed 30 June – on line information sessions. Book on line.  Autumn virtual visiting dates to be announced – check website. | <https://www.st-andrews.ac.uk/study/meet-us/online-information-events/ug/>  <https://www.st-andrews.ac.uk/study/meet-us/ug/> |
| **University of Stirling** | Sat 12 June 2021. Virtual open day. Sign up on university website. | <https://www.stir.ac.uk/events/#open-days> |
| **Strathclyde University** | Wednesday 23 June 2021. Virtual open day.  Autumn dates will be announced soon. | <https://www.strath.ac.uk/studywithus/openday> |
| **University of the West of Scotland** | No dates yet – keep checking webpage. | <https://www.uws.ac.uk/study/open-days-info-sessions/> |

# 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.pathways.ac.uk](http://www.pathways.ac.uk) **– Pathways**

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](http://university.which.co.uk/)

**Best Course for Me** [here](http://www.bestcourse4me.com/)

**Go Think Big** [here](http://www.gothinkbig.co.uk/tools/careers-infographics)

**Studential** [here](http://www.studential.com/)

**The Student Room** [here](http://www.thestudentroom.co.uk/)

**Icould** [here](http://icould.com/)

**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 [www.ucat.ac.uk](http://www.ucat.ac.uk)**.** for details. You can also follow the latest information on social media –

**Instagram** [@ucatofficial](https://www.instagram.com/ucatofficial/) **Twitter** [@UCATofficial](https://twitter.com/UCATofficial) **Facebook** [@UCATofficial](https://www.facebook.com/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 BioMedical Admissions Test (BMAT)** gives you the chance to stand out from the crowd and show your potential to succeed on medical and health-related courses. It tests your ability to apply scientific and mathematical knowledge, as well as problem solving, critical thinking and written communication skills that are essential to university-level study.

On this [website](https://www.admissionstesting.org/for-test-takers/bmat/preparing-for-bmat/) you’ll find everything you need to feel informed, supported and prepared to take the test.

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. For the **2022** intake, applicants can take the **LNAT** between 1 September 2020 and 31 July 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.**

**(This information is also useful for college personal statements and job applications.)**

* 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](https://www.ucas.com/advisers/getting-started/application-deadlines)
* Online personal statement tool [here](https://www.ucas.com/undergraduate/applying-university/writing-personal-statement/introducing-personal-statement-tool)
* More help on this is [here](https://www.ucas.com/how-write-ucas-undergraduate-personal-statement)
* Link to UCAS advice for parents and carers [here](https://www.ucas.com/ucas/undergraduate/getting-started/parents-and-guardians/ucas-undergraduate-application-process)
* More on applying to university and/or college [here](https://www.myworldofwork.co.uk/learn-and-train/applying-courses)

**Volunteering**

**Why volunteer?**

* Meet new people
* Improve your mental health
* Boost your confidence
* Give yourself an edge with uni/college/job applications
* Make a difference to your local community

**Local opportunities**

Volunteering in Midlothian with Volunteer Midlothian

<https://www.thirdsectormidlothian.org.uk/vm/young-volunteers/>

**Charity Shops** - Cancer Research, British Heart Foundation and Oxfam

\*Some opportunities may be reduced due to Covid restrictions.

**Other Resources**

[www.saltireawards.scot](http://www.saltireawards.scot/)

College Resources

[Edinburgh College](http://www.edinburghcollege.ac.uk/)Scottish Colleges [here](https://www.planitplus.net/Institutions/Colleges/)

Borders College [here](http://www.borderscollege.ac.uk)

Scotland’s Rural [College](http://www.sruc.ac.uk/)Pre-application resources [here](https://www.edubuzz.org/careers/2017/12/06/applying-for-college-2018/)

Higher National level funding [here](http://www.saas.gov.uk)HN to degree progression routes [here](http://www.pathways.ac.uk)  
Scottish Qualifications Framework [here](https://www.edubuzz.org/careers/wp-content/blogs.dir/156/files/2017/12/SQA.pdf)

Finding Employment

CV preparation [here](https://www.planitplus.net/EasyCV/)

MyWOW Cover letter information [here](https://www.myworldofwork.co.uk/getting-job/cover-letters)

MyWOW Cover letter layout and examples [here](https://www.myworldofwork.co.uk/getting-job/tutorial-how-lay-out-your-cover-letter)

MyWOW Cover letter information [here](https://www.myworldofwork.co.uk/getting-job/cover-letters)

MyWOW Cover letter layout and examples [here](https://www.myworldofwork.co.uk/getting-job/tutorial-how-lay-out-your-cover-letter)

MyWOW – Interviews help  [here](http://www.myworldofwork.co.uk/node/57416)

MyWOW – My Interview [here](https://www.myworldofwork.co.uk/interview-tool-factsheet)

Some Vacancies Information [here](http://www.edubuzz.org/midandeastvacancies/)