

Ballakermeen High School

Chair of Governors: Mr Alex F Downie OBE



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Dear Parent/Carer

Please read below useful information for Year 11 students who are planning on pursuing a course at University College Isle of Man (UCM) for September 2021.

The following information is available on the **Employability Google Classroom (BHS Employability Skills and Careers, Class code gq2mody)**.

UCM applications have to be made online. Students can apply for 2 courses.

On return to school following lockdown, Mrs Roome will be available every morning during tutorial, except Thursdays, to help students with their applications. Before students go to see Mrs Roome they should have their CV and Personal Statement completed and have it saved in their **school documents/Google area**. They should ask their Form Tutor to e-mail Mrs Roome, who will allocate them an appointment time. They will then be able to discuss choices and receive help putting their applications together.

The following address will take students to the UCM Admissions page. There is also a video on the page that is a "Learner Portal Quick Guide", which explains to students how to add their qualifications and upload their evidence.

<https://www.ucm.ac.im/admissions/full-time-admissions/>

To apply for a full-time course at UCM, students will click on the 'courses' tab and choose whether they are interested in studying a further education or a higher education course. (Higher education is typically after A Levels).

Year 11 students will apply for Further Education (FE). FE courses range from Level 1 (below GCSE level), Level 2 (GCSE level) and Level 3 (equal to A level). Typically students joining straight from school after taking GCSEs will apply for an FE course.

Students:

Once you have decided on the category, click on the specific area of interest (e.g. Construction & Horticulture, Art & Design, etc) and then on the course which interests you from the list which appears. Each course has a 'course information' sheet where you will also find an 'apply now' tab.

The 'apply now' tab will ask you to 'create an account' or log in using an existing learner portal account. You will be able to log on and apply for a maximum of two courses here, as well as monitoring and amending your course application.

I do hope you find this information useful.

Mrs Roome is available should students require any further help or information.

Kind regards,

R. Garrett
Key Stage 4 Leader