

# Apprenticeships 2019/2020

We are delighted that you have chosen to apply for an Apprenticeship. As part of the application process, we would like you to attend an information, initial assessment and advice and guidance event with our curriculum team.

## How to prepare for your initial advice and guidance appointment.

You may be expected to complete an English and maths assessment. As part of this you will need to complete a piece of free writing and undertake a written comprehension test in a set time. You will need to demonstrate that you have literacy and numeracy skills at Level 2 as a minimum. We strongly advise that you refresh your skills before you attend and recommend these websites – BBC Bitesize/gcsemaths, or BBC/skills wise or any other GCSE Maths website.

### What to expect at your advice and guidance appointment

You should allow at least 3 hours for this appointment. Your time with us will start with an English and maths assessment as mentioned above. Following completion of your assessment you will have an advice and guidance appointment with a member of the curriculum team where you will have the opportunity to discuss your results and application in more detail.

This may seem a long period of time, but we know what is required to prepare you for studying an Apprenticeship programme and we want to make sure you are prepared and have all the relevant knowledge to achieve success in your desired Apprenticeship.

We look forward to meeting you at your appointment.