

Student Guidance Notes 2021

This guidance is here to help you complete our application form. Please read through this guidance carefully before you apply for our programmes. If you have any questions, please email app@socialmobility.org.uk or call 0207 183 1189.

Top tip!

You do not need to complete the form in one go. After you have passed the first page a 'Save and continue later' option will appear in the bottom right corner of the screen. If you enter your email you will be sent a unique link you can use to return and continue your application at a later date. Please check your junk folder for this email. If you do not do this your answers may not save. **We also recommend saving your written answers offline.**

Beginning an application means that SMF will keep the data you give for your application and may send reminders for you to complete before the deadline. You can change your mind at any time by emailing privacy@socialmobility.org.uk. Our [Privacy Policy](#) gives further information about how your data is used and stored.

The deadline for submitting your application is **12pm (midday), Friday 10th December 2021.**

Application Screening

Please indicate how you meet the eligibility criteria using the options in this section.

Personal Details

Please complete this section with your contact information and two emergency contacts. At least one of these contacts (emergency contact 1) should be a legal guardian. If you have two legal guardians, please list both as your emergency contacts, but if not, your second emergency contact can be anyone you would like us to be able to contact.

Your Education

Current School

Please select the school/college which you currently attend from the drop down list provided. If your school does not appear on the list, please get in contact with us. You should check that you meet the specific criteria for your school/college. To confirm the criteria you need to meet, find your school by clicking on the relevant region below.

[East Midlands](#), [East of England](#), [London](#), [North East England](#), [North West England](#), [South East England](#), [South West England](#), [West Midlands](#), [Yorkshire and the Humber](#), [Northern Ireland](#), [Scotland](#), [Wales](#)

The school where you completed your GCSEs/National 5s (if different)

Please select the school which you attended to take your GCSEs/National 5s from the drop down list provided. If this is the same school as the one you currently attend, select 'Same as above'. If your school does not appear on the list, please get in contact with us.

Your Teacher Reference

Please enter information for a teacher at your **current school** who can give you a reference, and when you submit your application, check they have received an email asking them to complete this.

Top tip!

Please ensure that you type in your teacher's email correctly to avoid delays in us receiving your reference.

Your current and previous subjects

Please use this section to tell us about your subjects and grades. If you have any extenuating circumstances, you can outline them here.

Your City

This section allows you to select either APP City and/or one APP Employer Insight Programme, or APP Reach, depending on where you live and your career interests. To be eligible for APP City, you should live within **one hour's** commutable distance from Birmingham, Leeds, Liverpool, London, or Manchester; or **one and a half hour's** commutable distance from Cardiff, Glasgow or Newcastle.

Grades

Enter the grades you achieved in your GCSEs or National 5s.

For students whose GCSEs are graded with numbers, we will take a 7 as an A grade and 6 as a B grade, and Maths and English will not be double weighted.

Top tip!

If your Centre Assessed Grades/Teacher Estimates at GCSE or National 5 mean you narrowly miss out on our criteria, but you were predicted grades which would meet our criteria, please state this and give details in the 'Other GCSE details' field.

Sector choices

Tell us your first and second sector preferences. Remember to check that you meet any requirements for your sector on [this page](#) of our website.

Assessment Questions

You will be asked to complete 5 assessment questions. We use your answers to find out:

- What your interests are.
- Which events you might like to attend.
- Which opportunities would be of benefit to you.
- Which mentor would be the best match for you.

There are no right or wrong answers. However, it is important to answer the questions carefully and in detail. We send your answers to an employer if you are offered an internship.

General Advice

| Do: | Don't: |
|---|--|
| <ul style="list-style-type: none">✓ Read the questions carefully.✓ Write in full sentences.✓ Check spelling, punctuation and grammar.✓ Check how many points the question is worth.✓ Plan your answer before you start writing. | <ul style="list-style-type: none">× Don't plagiarise or copy directly from the internet.× Don't miss out any questions. |

Questions 1-3

These questions have a **word limit of 250 words**. You do not have to reach this word limit but you should write a paragraph using detailed and full sentences.

Question 1:

Please explain why you have chosen your SMF career sector or, if you are applying for a residential programme, why you are interested in this profession. Your answer **MUST** include any research, study, work experience (including virtual experiences) undertaken, contact with professionals (i.e. through family members) and any other relevant details. *(250 words)*

Tell us **what you love about the sector you have chosen**. Be specific about what you find interesting. We'll give points for details about:

- Reading you have done to find out more about the sector
- Work experience or contact with professionals
- Visits or summer schools
- Inspirational people, places or events
- How enthusiastic you are about your sector and subject!

Top tip!

Do not worry if you have not had work experience or met any professionals yet – that is what we are here for! Instead, tell us about what you would like to find out or learn.

Question 2:

If you have **particular career aspirations, university courses, or specific areas of interest within this sector**, please tell us about them here.

Tell us about your **career ambitions** and the **course you would like to study at university**. We use this information to help us offer you opportunities that develop your interests and match you to a suitable mentor. This question is not awarded points. It is for our general information

Question 3:

Tell us about a time where either your communication or teamwork skills have made a difference to a situation. This can cover any positions of responsibility including paid employment, volunteering, hobbies you hold outside of school or responsibilities you have at home (i.e. helping care for a younger sibling or parent).

Choose a **situation where you have demonstrated your communication skills or your ability to work in a team effectively**. We'll give points for explaining:

- what the specific situation was
- what role you played
- what you did to ensure you communicated well **or** what the team needed to achieve.
- the skills you developed and your thoughts about what you would do to improve next time.

Top tip!

We're only asking for communication **OR** teamwork. It's best to talk about one of them in detail rather than try to talk about both in vague terms. We understand that many jobs and activities may have been put on hold due to COVID-19, so do think about how you have used your team working skills on any online programmes you may have been a part of, or how you used your communication skills during lockdown. You can also provide examples from before schools ended early.

Questions 4 and 5

These are **essay-style questions**. Your word limit for each questions is 500 words. Plan and structure your answer before writing. You should write in paragraphs and use evidence to support your argument.

Question 4:

What do you think is the biggest problem facing the world today?

Explain in detail **what the problem is and why it is important**.

We'll give points for:

- Use of evidence (facts and examples) to back up your argument
- Opinions or quotes from important people related to the issue
- Consideration of possible solutions to the problem
- Consideration of how you would respond to people who argue that there are more important problems facing the world.

Question 5:

If you could have dinner with anyone alive or dead, who would it be and why?

Try to be original in your choice. Make sure that you **choose someone who has genuinely influenced your life or is important to you**. This might be a **well-known inspirational figure or someone who is important in your career sector**.

We'll give points for:

- Information that you know about this person
- Reasons why they are interesting
- How and why they have inspired you or are important to you
- Consideration of what you would talk to them about and what you would like to learn from the dinner

The deadline for submitting your application is **12pm (midday), Friday 10th December 2021**.

The deadline for all student teacher references is **Friday 21st January 2022**.

We must receive all items by the deadlines above to consider an application.