

# ***BUSINESS***

**INDUSTRY GUIDE**  
**2024 - 2025**



**ACCRINGTON AND  
ROSSENDALE COLLEGE**

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***YOUR FUTURE  
STARTS  
RIGHT HERE.***

*INDUSTRY GUIDE 2024-25*

# ***BUSINESS***



**ARE YOU DRIVEN BY THE PROSPECT  
OF THRIVING IN A DYNAMIC  
CORPORATE SETTING?**

**DO YOU ENVISION CARVING  
YOUR OWN PATH AS AN  
INNOVATIVE ENTREPRENEUR?**

Whether your dream is to excel in an established business environment or embark on your own venture, this course empowers you with a deeper understanding of business intricacies.

As a Business student at Accrington and Rossendale College, you can expect outstanding training from industry experts and access to a range of exciting opportunities to enrich your learning experience. Tailoring your study programme is made possible through engaging work experience placements, inspiring trips, enlightening guest speakers, and much more.

**EMBRACE THE CHANCE TO SHAPE  
YOUR FUTURE AND MAXIMISE  
YOUR POTENTIAL IN THE  
THRILLING WORLD OF BUSINESS.**

# **WHY CHOOSE ACCRINGTON AND ROSSENDALE COLLEGE?**

OUR WONDERFUL STUDENTS  
THINK ITS AMAZING

**"I LOVED HOW FRIENDLY AND SUPPORTIVE THE  
TEACHERS ARE. THEY TRULY GO ABOVE AND  
BEYOND TO HELP YOU SUCCEED."**

- LEAH

**"I REALLY ENJOYED THE PLACEMENT  
OPPORTUNITIES ON THE COURSE.  
WORKING IN THE INDUSTRY  
HAS HELPED ME TO GAIN MORE  
KNOWLEDGE ABOUT THE SECTOR."**

- THEA



**OVER THE NEXT FEW PAGES WE WILL EXPLORE THE UNIQUE ASPECTS OF ACCRINGTON AND ROSSENDALE COLLEGE THAT SET OUR STUDENT EXPERIENCE APART FROM ANY OTHER.**

Our robust support networks, outstanding teaching quality, industry specialist facilities, enticing College perks, and team of dedicated and passionate staff collectively contribute to an unparalleled educational environment.

**CHECK OUT**

**OUR RESULTS**

**100%**

**LEVEL 3 TECHNICAL  
EDUCATION PASS RATE**

**96%**

**OF LEVEL 3 TECHNICAL  
EDUCATION LEARNERS  
ACHIEVED AT LEAST  
ONE D\*-M HIGH GRADE**

**/ WHAT DOES THIS MEAN FOR YOU?**

Our 2023 results, combined with our long-standing history of students achieving consistently high pass rates year upon year, confirms that our teaching teams are Outstanding.

They understand what each student needs to support them to achieve their very best, and encourage them to reach for their goals.

# WE ARE

# OFSTED OUTSTANDING

We are the only Further Education College in the whole of Lancashire to hold the prestigious 'Outstanding' rating from Ofsted from our latest inspection in 2022.

## **/ WHAT DOES THAT MEAN FOR YOU?**

The '**Outstanding**' rating is a guarantee of excellence, assuring you that as a learner you will receive the very best educational experience available.





## EVER EVOLVING

## CAMPUS

**OUR STUNNING ACCRINGTON CAMPUS IS A HIDDEN GEM BASED IN THE HEART OF HYNDBURN AND IS SET WITHIN PICTURESQUE, LEAFY GROUNDS. INDEED, STUDENTS OFTEN REMARK ON THE SIZE AND STATURE OF ACCRINGTON AND ROSSENDALE COLLEGE WHEN COMPARED WITH OTHER COLLEGES.**

Significantly larger than a high school, Accrington and Rossendale College offers the independence and freedom you'd expect from a college but remains small enough to nurture a vibrant and inclusive community where everybody knows each other.

We're also on a constant journey of improvement we and are continually investing in new student areas, a state-of-the-art digital hub, and much more.

# COLLEGE BENEFITS



COLLEGE



IT EQUIPMENT  
LOANS\*



HELP WITH THE COST  
OF UNIFORMS\*



FREE BOOKS\*



SUBSIDISED



FREE KIT/EQUIPMENT  
FOR YOUR COURSE\*



SUPPORT WITH THE  
COST OF TRIPS\*

\*Subject to eligibility



# GET A HEAD START

## ON YOUR CAREER

**AT ARC, WE ARE IMMENSELY PROUD OF THE INCREDIBLE RESULTS OUR LEARNERS ACHIEVE, BUT WE KNOW THE REAL GOAL IS MOVING INTO A HIGH VALUE PROFESSION OR TECHNICAL CAREER.**

**Supporting you to achieve your goals and reach your intended destination is our focus. Guiding you into successful positions in the working landscape and providing the next generation of industry ready professionals is our driving passion.**

**We achieve this through:**

### **/ SECTOR EXPERT PERSONAL TUTOR SUPPORT**

Tutorials are more than randomly assigned form groups. You will be placed with a group of like-minded individuals based on your career aspirations, headed by an experienced industry, or subject, specific tutor.

### **/ 6-WEEK BESPOKE PLACEMENT READINESS PROGRAMME**

Before anyone goes out on placement, we put them through our Placement Readiness Programme. This ensures that our students can hit the ground running whenever they head out to the workplace, and has been praised by employers across all sectors for the difference it makes to a learners confidence levels.

### **/ INSPIRING INDUSTRY CAREERS DAYS**

These days are dedicated to your chosen industry, or professional pathway to inspire you and provide vital knowledge and relationship building opportunities for your future success. We also invite in ex-students to talk about their experience carving out a career and much more!

### **/ "MEET YOUR EMPLOYER" INITIATIVES**

From industry specific employer talks to mock interviews with real employers in your sector, we work closely alongside local industry experts to ensure that you are prepared for the real challenges of modern-day industry.

### **/ PERSONALISED SKILLS PROFILING AND CAREER MAPPING**

At the start of your learning journey at ARC we work with you to map your Employability Skills Framework. This highlights key areas of strength and development, all tied to your chosen career path, which we will work with you to achieve throughout your time with us. It's extremely bespoke to YOU. What skills do you need to develop to be the best version of yourself and to unlock the door to your dream career?

### **/ UNIVERSITY VISITS AND DISCOVERY DAYS FOR PATHWAY GUIDANCE AFTER COLLEGE**

If you are considering university as your next step, then we have got you covered. At NCC we explore the options that are best for you and will wholeheartedly support you in your journey there. If University Education is your route, then prepare to be inspired on trips to various universities across the country!

# EMPLOYER LINKS

**OUR NETWORK OF RESPECTED EMPLOYERS, INDUSTRY LEADERS, AND LOCAL BUSINESSES CONNECTS YOU TO OPPORTUNITIES, IMPROVES JOB PROSPECTS, AND FACILITATES PLACEMENTS.**

Not only this, but employers within Business are actually integral in the building and shaping of our technical curriculum, ensuring that what you learn aligns with real-world demands and is never just theoretical. With such involvement, you can rest assured that your education at ARC will translate seamlessly into valuable skills within Business.



**OFSTED  
SAYS...**

**“LEADERS HAVE EXCELLENT LINKS WITH LOCAL EMPLOYERS, UNIVERSITIES AND REGIONAL BUSINESS GROUPS INCLUDING THE LOCAL ENTERPRISE PARTNERSHIP. THEY COLLABORATE WITH THEM TO CREATE A CHALLENGING CURRICULUM DESIGNED TO HELP LEARNERS AND APPRENTICES ACHIEVE AMBITIOUS CAREER GOALS.”**

**- MARCH 2022**

# WHICH QUALIFICATION IS RIGHT FOR YOU?

## LEVEL 3

DURATION  
2 YEARS\*

You will need to have achieved at least five GCSE passes at Grade 5 or above, including Maths and/or English to enrol, plus any specific entry requirements for individual courses.

## LEVEL 2

DURATION  
1 TO 2 YEARS

A Level 2 qualification is equivalent to GCSE Grades 4-9 and you will be expected to have achieved at least four GCSEs at Grade 4 or above, including Maths and/or English, to enrol on to one of these programmes. Successful completion of this course will pave the way for you to further your studies at Level 3.

## LEVEL 1

DURATION  
1 YEAR

You will need to have gained at least two GCSEs at grade 3 or above, including Maths and English, to study a Level 1 programme. These will build on your existing skills and upon successful completion, allow you to progress to a Level 2 course.

\*Most courses are for two years, however some Level 3 courses are delivered in one year.



# OUR COURSES EXPLAINED...

THINKING HANDS ON? CONSIDER A...

## VOCATIONAL COURSE

- Enjoy practical study and learn industry-ready skills with this hands-on approach to learning
- Expert tutors with industry experience to support you in your career
- Gain a qualification that can lead you directly into employment, an Apprenticeship or University

CONSIDER COMBINING COLLEGE WITH WORK

## T LEVEL COURSE

- A work-based education combining classroom study and industry experience
- Open doors to University level education
- Get essential work experience with relevant industries and study in the classroom to gain industry focused skills and knowledge

READY FOR WORK? CONSIDER AN...

## APPRENTICESHIP

- Earn while you learn
- Gain skills employers want
- Receive support from dedicated trainers and assessors

# VOCATIONAL

## LEVEL 3

### BUSINESS

DURATION  
**2 YEARS**

#### WHAT WILL I LEARN?

- ▶ Exploring Business.
- ▶ Developing a Marketing Campaign.
- ▶ Personal and Business Finance.
- ▶ Managing an Event.
- ▶ International Business.
- ▶ Principles of Management.
- ▶ Business Decision Making.
- ▶ Recruitment and Selection Processes.
- ▶ Recording Financial Transactions.
- ▶ Final Accounts for Public Limited Companies.
- ▶ Financial Statements for Specific Businesses.
- ▶ Cost and Management Accounting.
- ▶ Visual Merchandising.

#### HOW WILL I BE ASSESSED?

You will be assessed via internal and external assessments. Internal assessments consist of coursework projects and practical work.

#### ENTRY REQUIREMENTS

You should be aiming for at least five GCSEs at Grade 5 or above in a range of subjects, preferably including English Language and Mathematics, but at least one of these **OR** a relevant Level 2 Diploma with at least an overall Merit profile and GCSE English or Mathematics at Grade 4 or above.

If you don't quite achieve these entry criteria though don't worry, we can discuss your options and will provide support to enable you to achieve your maths and/or English grades.

## LEVEL 2

### BUSINESS

DURATION  
**1 YEAR**

#### WHAT WILL I LEARN?

- ▶ Customer service and sales.
- ▶ Skills for employment.
- ▶ Organisational structures.
- ▶ Business administration.
- ▶ How businesses operate.
- ▶ Preparing financial documentation.

#### HOW WILL I BE ASSESSED?

You will be assessed via internal and external assessments.

#### ENTRY REQUIREMENTS

You should be aiming for at least four GCSEs at Grade 4 or above, including English Language and/or Mathematics **OR** a relevant Level 1 Diploma with GCSE English Language and/or Mathematics at Grade 3 or above.

If you don't quite achieve these entry criteria though don't worry, we can discuss your options and will provide support to enable you to achieve your maths and/or English grades.

**LEVEL 1****BUSINESS & ICT****DURATION**  
**1 YEAR****WHAT WILL I LEARN?**

- ▶ You will develop your personal skills such as communication, team work and problem solving.
- ▶ Your programme will include work experience within your chosen sector.

**HOW WILL I BE ASSESSED?**

You will be assessed via internal and external assessments.

**ENTRY REQUIREMENTS**

At least two GCSEs at Grade 3 or above including English Language or Mathematics **OR** a relevant Entry Level programme and GCSE English Language or Mathematics at Grade 3 or above.

If you don't quite achieve these entry criteria though don't worry, we can discuss your options and will provide support to enable you to achieve your maths and/or English grades.



### / WHAT WILL I LEARN?

#### ► **Fundamentals of Financial Accounting:**

- Understanding elementary financial principles, concepts, and practices.
- Recognising the linkage between financial accounting, bookkeeping, and business mathematics.

#### ► **Professionalism and Ethics:**

- Understanding professional conduct and responsibilities in the workplace.
- Awareness of ethical dilemmas for individuals, organisations, and professionals.

#### ► **Data-Driven Innovation and Analytics:**

- Awareness of key requirements for a data governance framework.
- Familiarity with contemporary visualisation tools and their appropriate use in decision-making processes.

#### ► **Design Thinking:**

- Developing an understanding of design thinking principles.

### / HOW WILL I BE ASSESSED?

You will be assessed through external assessments. At the end of Year 1, there will be two written exams and one practical project. At the end of Year 2, you will complete a series of practical specialism projects. Throughout the programme, you will be required to complete a minimum of 315 hours of work placement with an external employer.

### / ENTRY REQUIREMENTS

You should be aiming for at least five GCSEs at Grade 5 or above in a range of subjects, including both English Language and Mathematics **OR** a relevant Level 2 Diploma with at least an overall Merit profile and GCSE English and Mathematics at Grade 4 or above.

If you don't quite achieve these entry criteria though don't worry, we can discuss your options, including our T Level Foundation Year Programmes, and will provide support to enable you to achieve your Maths and/or English grades.

**LEVEL 3****BUSINESS MANAGEMENT  
AND ADMINISTRATION****DURATION  
2 YEARS****WHAT WILL I LEARN?****► Business Context**

- An overview of organisational cultures and values, different types of internal and external stakeholders, different forms of governance and the impact of organisations on society and the environment.

**► Project and Change Management**

- An understanding of the common change management theories and models and how to support and improve project management.

**► Business Behaviours**

- The importance of good communication and adapting social communication styles to professional standards according to purpose, medium and audience.

**► Quality and Compliance**

- The importance of maintaining and improving quality in all aspects of public and private sector organisations.

**HOW WILL I BE ASSESSED?**

You will be assessed through external assessments. At the end of Year 1, there will be two written exams and one practical project. At the end of Year 2, you will complete a series of practical specialism projects. Throughout the programme, you will be required to complete a minimum of 315 hours of work placement with an external employer.

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If you don't quite achieve these entry criteria though don't worry, we can discuss your options, including our T Level Foundation Year Programmes, and will provide support to enable you to achieve your Maths and/or English grades.



### / WHAT WILL I LEARN?

#### Understanding of:

- ▶ How digital technologies impact the business and market environment
- ▶ The ethical and moral implications of digital technology
- ▶ Using data in software design
- ▶ Using digital technologies to analyse and solve problems
- ▶ Digital environments, including physical, virtual and cloud environments
- ▶ Legal and regulatory obligations relating to digital technologies
- ▶ The privacy and confidentiality of personal data
- ▶ The technical, physical and human aspects of internet security
- ▶ The technical, physical and human aspects of internet security.
- ▶ Planning digital projects.
- ▶ Testing software/hardware/data.
- ▶ Digital tools for project management and collaboration.

#### Students will also develop the knowledge and skills of a data technician:

- ▶ Sourcing, organising and formatting data for analysis
- ▶ Blending data from multiple sources
- ▶ Analysing data to support business outcomes
- ▶ Interpreting data and communicating the results

### / HOW WILL I BE ASSESSED?

You will be assessed through external assessments. At the end of Year 1, there will be two written exams and one practical project. At the end of Year 2, you will complete a series of practical specialism projects. Throughout the programme, you will be required to complete a minimum of 315 hours of work placement with an external employer.

### / ENTRY REQUIREMENTS

You should be aiming for at least five GCSEs at Grade 5 or above in a range of subjects, including both English Language and Mathematics **OR** a relevant Level 2 Diploma with at least an overall Merit profile and GCSE English and Mathematics at Grade 4 or above.

If you don't quite achieve these entry criteria though don't worry, we can discuss your options, including our T Level Foundation Year Programmes, and will provide support to enable you to achieve your Maths and/or English grades.

**LEVEL 3****FINANCE | NEW FOR 2024****DURATION  
2 YEARS****WHAT WILL I LEARN?****► The Business Environment**

- A general understanding of business models, tax laws, fundamental business principles and drivers for change.

**► Fundamentals of Financial Accounting**

- An understanding of elementary financial principles, concepts and practices and how this content links to relevant accounting, bookkeeping, and business mathematics requirements.

**► Professionalism and Ethics**

- An understanding of professional conduct and responsibilities in the workplace and ethical dilemmas for the individual and organisation.

**► Data Driven Innovation and Analytics and Design Thinking**

- An awareness of key requirements of a data governance framework and understanding the main contemporary visualisation tools and when they are best used to support decision making.

**HOW WILL I BE ASSESSED?**

You will be assessed through external assessments. At the end of Year 1, there will be two written exams and one practical project. At the end of Year 2, you will complete a series of practical specialism projects. Throughout the programme, you will be required to complete a minimum of 315 hours of work placement with an external employer.

**ENTRY REQUIREMENTS**

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If you don't quite achieve these entry criteria though don't worry, we can discuss your options, including our T Level Foundation Year Programmes, and will provide support to enable you to achieve your Maths and/or English grades.



# APPRENTICESHIP

## LEVEL 3

### BUSINESS ADMINISTRATOR

DURATION  
**21 MONTHS**

#### **WHAT WILL I LEARN?**

- ▶ Business fundamentals.
- ▶ Relevant regulation.
- ▶ Policies.
- ▶ Processes.
- ▶ External environment factors.
- ▶ Planning and organisation.
- ▶ Project management.
- ▶ Understanding the organisation.
- ▶ Alongside this you will also develop your decision-making, communication and interpersonal skills.

#### **HOW WILL I BE ASSESSED?**

A range of assessment methods are used throughout the programme to ensure apprentices are ready to enter the workplace. These include progress meetings, assignments, practical observations in the workplace, portfolio completion and an externally validated end point assessment.

#### **ENTRY REQUIREMENTS**

You should be aiming for at least five GCSEs at Grade 5 or above in a range of subjects, preferably including English Language and Mathematics **OR** successful completion of an Level 2 Apprenticeship.

These requirements may alter dependent upon the needs of the employer. If you don't quite achieve the entry criteria though don't worry, we can discuss your options.

If you have not achieved a Grade 4 in English Language and/or mathematics you will be required to achieve a Level 2 Functional Skills in English and/or Maths as part of your Apprenticeship.

**“LEARNERS AND APPRENTICES LOVE BEING LEARNERS AT THIS COLLEGE. THEY DESCRIBE THEIR TEACHERS AND TRAINERS AS INSPIRATIONAL AND KNOWLEDGEABLE.” ”**

- OFSTED, MARCH 2022

**LEVEL 3****LIBRARIES INFORMATION & ARCHIVE SERVICES ASSISTANT****DURATION  
21 MONTHS****WHAT WILL I LEARN?**

- ▶ Acquiring, receiving, recording, circulating and developing collections of physical and digital resources.
- ▶ Supporting users to develop confidence and skills in reading, researching, understanding and evaluating information.
- ▶ Administering and supporting the management and development of collections.
- ▶ Collaborating with users and stakeholders in the shaping, development and innovation of the service.

**HOW WILL I BE ASSESSED?**

A range of assessment methods are used throughout the programme to ensure apprentices are ready to enter the workplace. These include progress meetings, assignments, practical observations in the workplace, portfolio completion and an externally validated end point assessment.

**ENTRY REQUIREMENTS**

You should be aiming for at least five GCSEs at Grade 5 or above in a range of subjects, preferably including English Language and Mathematics **OR** successful completion of an Level 2 Apprenticeship.

These requirements may alter dependent upon the needs of the employer. If you don't quite achieve the entry criteria though don't worry, we can discuss your options.

If you have not achieved a Grade 4 in English Language and/or mathematics you will be required to achieve a Level 2 Functional Skills in English and/or Maths as part of your Apprenticeship.



# APPRENTICESHIP

## LEVEL 2

### CUSTOMER SERVICE PRACTITIONER

DURATION  
**16 MONTHS**

#### **WHAT WILL I LEARN?**

- ▶ Understanding your customers.
- ▶ Meeting regulations and legislation.
- ▶ Influencing skills.
- ▶ Dealing with customer conflict and challenge.
- ▶ Presentation and Equality - treating all customers as individuals.

#### **HOW WILL I BE ASSESSED?**

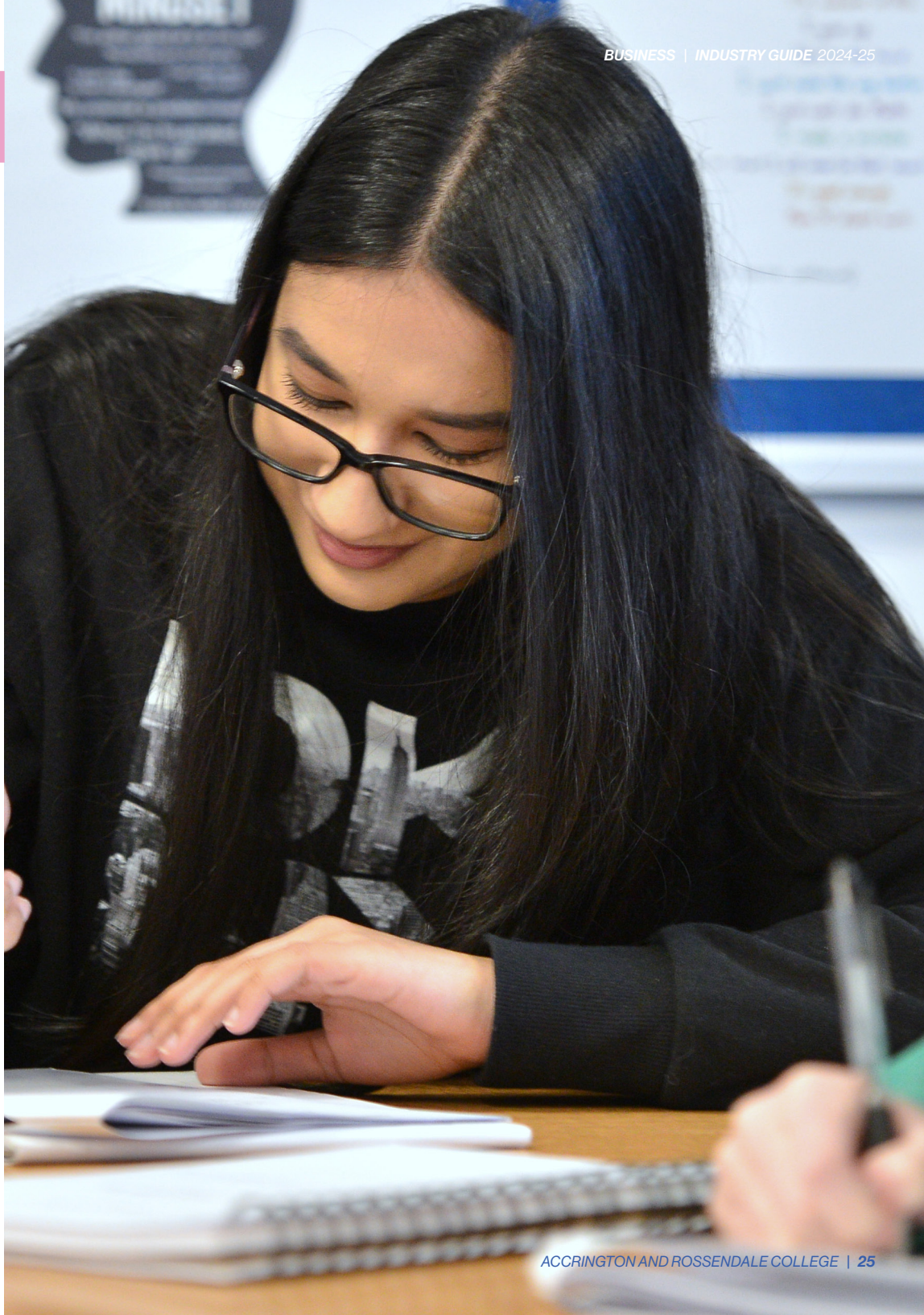
A range of assessment methods are used throughout the programme to ensure apprentices are ready to enter the workplace. These include progress meetings, assignments, practical observations in the workplace, portfolio completion and an externally validated end point assessment.

#### **ENTRY REQUIREMENTS**

You should be aiming for at least four GCSEs at Grade 4 or above including English Language and/or mathematics.

These requirements may alter dependent upon the needs of the employer. If you don't quite achieve the entry criteria though don't worry, we can discuss your options.

If you have not achieved a Grade 4 in English Language and/or mathematics you will be required to achieve a Level 1 or Level 2 Functional Skills in English and/or Maths as part of your Apprenticeship.





## WHERE WILL **BUSINESS** TAKE YOU?

### **MARKETING EXECUTIVE**

Marketing Executives play a pivotal role in creating and promoting diverse marketing campaigns, spanning product, service, or event promotions. Responsibilities encompass market research, email marketing, copywriting, and client communication. They may also handle PR, event organisation, and social media management, adapting tasks based on the organisation's size and needs.

### **FINANCIAL ADVISER**

Financial Advisers offer expert guidance on money management, combining financial expertise with strong interpersonal skills. They research financial products, advise clients, and may specialise in areas like pensions, mortgages, or investments. Two types of advisers exist: independent (providing unbiased advice) and restricted (focusing on limited products). Key responsibilities include client meetings, financial analysis, product research, and compliance with industry rules. Keeping updated on financial products and legislation is crucial.

### **PROJECT MANAGER**

Project Managers oversee projects from start to finish, managing resources, budgets, and teams to achieve goals. They set deadlines, delegate tasks, and report progress to senior managers. Specialisations can include construction, engineering, IT, or marketing. Responsibilities involve project initiation, planning, team leadership, monitoring, risk management, and reporting, with adherence to established project management processes and methodologies.

**£20,000 - £30,000****MARKETING EXECUTIVE****£30,000 - £45,000****SENIOR MARKETING EXECUTIVE****£60,000 -  
£100,000****MARKETING DIRECTOR**

### HOW DO I GET THERE?

A marketing career welcomes graduates from various backgrounds, with degrees or HNDs in subjects like advertising, business, communications, IT, marketing, or psychology being advantageous. Employers value personal qualities and experience, as well as familiarity with digital media. Entry can start as a Marketing

Assistant, with apprenticeships and professional qualifications like CIM offerings available. Postgraduate qualifications are beneficial but not mandatory.

**£22,000 - £33,000****TRAINEE ADVISER****£30,000 - £45,000****QUALIFIED FINANCIAL  
ADVISED****OVER £100,000****WEALTH MANAGER**

### HOW DO I GET THERE?

Financial advice careers are accessible to graduates from various disciplines, with accountancy, business management, and finance degrees being advantageous. Entry is possible without a degree, with employers valuing personal qualities and customer service, sales, or financial services skills. Paraplanning offers an entry point,

and postgraduate qualifications are not obligatory. Key skills include communication, research, negotiation, and discretion. Work experience in sales, advisory, or customer service roles is beneficial, along with shadowing or talking to financial advisers for insights into the field.

**£20,000 - £35,000****AVERAGE STARTING SALARY****£40,000 - £80,000****AVERAGE EXPERIENCED SALARY****£300 - £500** PER DAY**FREELANCE PROJECT  
MANAGER**

### HOW DO I GET THERE?

Project management welcomes graduates from various disciplines, but business or project management degrees offer practical insights. Postgraduate study can enhance understanding but isn't mandatory. Accredited degrees by the Association for Project Management (APM) are recommended. Entry may begin in junior roles, and progression relies on experience.

In technical sectors like IT and engineering, subject knowledge is vital for transitioning into project management. Essential skills include organisation, communication, budget management, and technical expertise. Gaining experience in resource and team management through internships or extracurricular activities is valuable. Joining professional bodies like APM or PMI can aid networking and skill development.

# MEET RONAN

## NAME

RONAN

## GRADES

ACHIEVED **B** IN HIS FIRST  
YEAR IN THE BUSINESS  
AND ADMINISTRATION  
T LEVEL

## NEXT STEPS

INTENDS TO PROGRESS  
TO A DEGREE  
APPRENTICESHIP

## / DID YOU KNOW?

Nationally there are  
**1.2 MILLION JOBS** available  
within the Business industry.



**“IF YOU HAVE A PROBLEM, THERE IS ALWAYS SOMEONE TO SPEAK TO - IT’S A REALLY WELCOMING ENVIRONMENT.”**

# APPLYING TO ACCRINGTON

# AND ROSSENDALE COLLEGE

## 1. DO YOUR RESEARCH

Have a think about your favourite subjects, which do you enjoy the most? What is your dream career and what subjects or courses will help you get there? Talk to friends, family, teachers and your careers adviser.

## 2. VISIT US

Open Events are a great chance to visit the campus and find out more about our wide range of courses. You can chat to course tutors, explore our facilities and find out what we have to offer. We run Open Events throughout the year, and our dates are listed on the back cover. If you would prefer a 1:1 visit, please get in touch and we will arrange this for you. You can contact us on:

**01282 440272**  
**[admissions@nelsongroup.ac.uk](mailto:admissions@nelsongroup.ac.uk)**

## 3. SUBMIT YOUR APPLICATION

Once you have decided which course you would like to apply for you can submit your application.

## 8. GCSE RESULTS AND ENROLMENT

Collect your GCSE results and bring them to your enrolment appointment. Here you will meet with tutors to confirm your course choices. Don't worry if you haven't got the grades you were expecting, we will have a suitable alternative course for you.



## 4. ATTEND YOUR INTERVIEW

Our Admissions Team will be in touch with details of your interview. This is a friendly, informal chat with a course tutor which gives you the opportunity to find out more about the course you have chosen. Interviews take place once a month, between 4-6pm.

## 5. ACCEPT YOUR OFFER

After your interview you will receive a conditional offer for your chosen course. To accept this offer you can log into your online account or let our Admissions Team know and they will update your record.

## 6. ATTEND OUR NEW STUDENT DAY

Our New Student Day takes place on **Thursday 27th June**. This event gives you the opportunity to sample your chosen course, meet your tutors and fellow classmates. You will also be able to explore the campus and experience College life.

## 7. PREPARE FOR JOINING COLLEGE

Look out for your Guide to Starting College which will land in the post with you over the summer. This details everything you need to know about enrolment which is when you officially join College.

# CONGRATULATIONS!

**ONCE YOU HAVE COLLECTED YOUR ID BADGE  
AT YOUR ENROLMENT APPOINTMENT  
YOU ARE OFFICIALLY A STUDENT AT OUR  
OFSTED OUTSTANDING COLLEGE!**

**WE LOOK FORWARD TO SEEING YOU ON  
YOUR FIRST DAY IN SEPTEMBER.**

# **READY TO TAKE**

# **YOUR PLACE?**

## **HOW TO APPLY**

Applications for courses starting in September 2024 open in September 2023. We accept applications throughout the year, however we encourage you to apply early so you can be part of our applicant journey.

**GET AHEAD! SUBMIT YOUR APPLICATION BEFORE MARCH 2024 FOR A GUARANTEED PLACE ON ONE OF OUR COURSES.**



### **OUR ONLINE PORTAL**

Create an account with us via our online portal using the QR Code.

By applying on the portal, you are able to:

- Monitor and track your application
- Update your personal details at anytime from anywhere
- View your application status
- View your interview appointments
- Add or change your course/subject choices



### **APPLICATION FORM**

If you would rather complete a paper form, then please download and print an application form using this QR code. Once you have completed it, you can post it to us using the FREEPOST address at the bottom of the form.



# **BENEFITS TO**

# **APPLYING EARLY**

**VIP  
ACCESS  
TO OPEN  
EVENTS**

**PRIORITY  
INTERVIEW  
SLOTS**

**EXCLUSIVE  
APPLICANT  
INCENTIVES**

**NEED HELP OR SUPPORT? OUR FRIENDLY ADMISSIONS  
TEAM ARE HERE FOR YOU.**

**What do we do?**

- Offer course information and guidance
- Process all College applications
- Arrange your College interview
- Offer support throughout your application journey
- Provide all the information about Enrolment

**What can we help with?**

- Applications
- Asking a question about a College course
- Accepting your course offer
- Changing your application or subject choice
- Finding out about entry requirements
- Changing your interview date/time
- Providing a tour of the College

**Get in touch!** Email us at [admissions@nelsongroup.ac.uk](mailto:admissions@nelsongroup.ac.uk) or call us on 01282 440272



# Financial Forecasts

THE ECONOMIC OUTLOOK



# OUR OPEN EVENTS

- ▶ **WEDNESDAY 4TH OCTOBER 2023**  
5.30PM - 7.30PM
- ▶ **WEDNESDAY 8TH NOVEMBER 2023**  
5.30PM - 7.30PM
- ▶ **TUESDAY 27TH FEBRUARY 2024**  
5.30PM - 7.30PM
- ▶ **TUESDAY 23RD APRIL 2024**  
5.30PM - 7.30PM



**REGISTER  
TODAY!**

## WE'RE HERE TO HELP!

*Contact us for further information or to  
answer any questions you may have!*

**01282 440272**  
**[admissions@nelsongroup.ac.uk](mailto:admissions@nelsongroup.ac.uk)**  
**[accross.ac.uk](http://accross.ac.uk)**

*Accrington & Rossendale College  
Sandy Lane, Accrington  
Lancashire, BB5 2AR*

**ALL INFORMATION CORRECT AT TIME OF PRINT.**

Information surrounding careers and salaries has  
been gathered from EMSI, Prospects and Google.