

## Tutorial

### Summer Independent Learning August 2025

#### Introduction

For Tutorial, your Summer Independent Learning (SIL) is focussed on building on the work that we have done in Tutorial around your future pathways. All the tutorials your tutor has covered can be found on [SharePoint](#) for you to revisit should you need to recap anything they have discussed. This is to ensure that you are in a position to begin your applications for university or jobs/apprenticeships upon your return in September.

You need to complete the following tasks:

#### Task 1 – Complete ALL sections on your UCAS Hub page

You have already registered on UCAS and made a start on all sections of the application form:

- Use the **UCAS Apply Guide for 2026 Entry** to help you with any outstanding sections. This is available on Teams.
- We ask that you do this, even if you are not applying to university, for three reasons:
  1. Many students decide very late on that they actually do want to go to university – this saves time later on.
  2. It is useful for Progress Tutors when they are writing specific job/apprenticeship references as it provides them with a list of qualifications you have previously studied and the exam board that you studied with – we don't hold information about the exam board you sat your GCSEs with.
  3. The content in a Personal Statement can easily be converted to an application letter to prospective employers and apprenticeship providers.

*You should have set up your username and password in tutorial.*

As part of your UCAS Application, we submit information about any Extenuating Circumstances – please complete the following link to inform us of any information you think is relevant to your application: <https://forms.office.com/e/xaeiUx1tPZ>

#### Task 2 - Personal Statement

Task 2 requires you to submit a 1<sup>st</sup> draft of your personal statement via Teams before your first tutorial back.

You can use the Personal Statement Builder available on the UCAS Hub.

You can complete the questions to help you to plan the sections you need to include in your Personal Statement.

<https://www.ucas.com/applying/applying-to-university/writing-personal-statement/personal-statement-builder>

## **Personal Statement support:**

**Apprenticeship Personal Statement** <https://www.bestapprenticeships.com/apprenticeship-personal-statement/#:~:text=Focus%20on%20the%20skills%20and,focus%20on%20the%20transferable%20skills>

**UCAS advice** <https://www.ucas.com/undergraduate/applying-university/writing-personal-statement/how-write-personal-statement>

## **Additional Support**

### **Competitive/Russell Group Universities Advice:**

- <https://www.careers.manchester.ac.uk/applicationsinterviews/studyapplication/statement/>
- <https://www.dur.ac.uk/study/ug/apply/ucas/personalstatement/>

### **Non-Russell Group Universities Advice:**

- <https://www.leedstrinity.ac.uk/undergraduate/apply/personal-statement/>
- <https://www.lincoln.ac.uk/studywithus/undergraduatestudy/howtoapply/personalstatementtips/>

## **Task 3 – Create a CV**

Task 3 requires you create and submit a copy of your CV. Many of you will either be looking for part-time work in year 13 or possibly applying for an apprenticeship/full time work once you have finished in Year 13.

Links to help with writing and creating a CV:

- <https://nationalcareers.service.gov.uk/careers-advice/cv-sections>
- <https://uk.indeed.com/career-advice/cvs-cover-letters/cv-formats>
- <https://www.prospects.ac.uk/careers-advice/cvs-and-cover-letters/how-to-write-a-cv#:~:text=Place%20the%20most%20recent%20first,job%20you're%20applying%20for.>

**Your Tutorial SIL will need to be uploaded to your Tutorial Teams.**

**It must be uploaded by Sunday 7<sup>th</sup> September.**