



CAREERS ENTITLEMENT

Wigan & Leigh College is committed to providing high quality careers education, information, advice and guidance (CEIAG) for all of its students to prepare them to progress into sustainable education, training and employment.

WE WILL PROVIDE:

- Accurate course and careers information aligned with current job market information through the College website and publications
- Impartial CEIAG before you enrol at College
- 1:1 impartial careers advice and planning
- Support to help you secure meaningful work placement opportunities that are sector relevant and develop your employability skills
- Accurate and impartial advice and guidance on moving on to another college course, higher education or apprenticeships and employment
- Opportunities to engage with employers to help develop and inform career aspirations

WE WILL:

- Respect your right to confidentiality; interviews will take place in appropriate environments and you can request a private space if you wish to do so
- Record careers discussions on your pro-monitor account so that you have a record to refer back to and reflect upon
- Not share your data with a third party unless you have agreed for us to do so. The most common instance of this will be your CV if we are supporting you to seek an apprenticeship or employment
- Help with applications to higher education such as personal statements and how to research the right university for you. We will also provide guidance about Student Finance for Higher Education
- Support you with job applications for apprenticeships and employment

Call in to any FAB Futures centre to access our services or book a careers appointment at any College Reception.

The College's Careers Strategy and Careers Programme is available at:

www.wigan-leigh.ac.uk/careers

