

**Careers Guidance Team. Skills Jersey**

For general advice about further education or employment options you can meet with one of our Careers Advisers. It is advised to phone to book an appointment on 449440 or email [skillsjersey@gov.je](mailto:skillsjersey@gov.je)

The Careers Guidance Team is based in the Social Security Department at La Motte Street (with its own reception to the left of the main Social Security desk) and will be open from 8.30am until 5.00pm on Monday to Friday throughout the summer holiday period.

**Grainville, Haute Vallee, Le Rocquier & Les Quennevais**

Staff will be available on the morning of the Results Day to offer support or answer any questions that might arise.

**Hautlieu Sixth Form Registration**

All applicants are required to confirm they are accepting their offer of a place on A Level or International Baccalaureate Diploma programmes between 11.30am and 2.00pm on Thursday 23<sup>rd</sup> August 2018. **If you do not confirm acceptance of your place by this time we will assume that you do not wish to take up your place at Hautlieu.**

All applicants who have met the conditions of entry and simply wish to confirm acceptance of their offer of a place at Hautlieu can either:

- Telephone the school on 736242 during the above hours.
- E-mail the school – [office@hautlieu.sch.je](mailto:office@hautlieu.sch.je) before 2.00pm on Thursday 23<sup>rd</sup> August 2018.
- Attend the school in person between 11.30am and 2.00pm on Thursday 23<sup>rd</sup> August 2018.

**PLEASE NOTE: Applicants who would like to discuss their results and A Level or International Baccalaureate Diploma courses or course choices MUST attend the school between 11.30am and 1.00pm on Thursday 23<sup>rd</sup> August or between 9.00am and 2.00pm on Friday 24<sup>th</sup> August.**

If you wish to discuss your results or course choices on Friday 24<sup>th</sup> August, please ensure that you make contact with the school on Thursday 23<sup>rd</sup> August, before 2.00pm, where an appointment with a member of the team will be made for you for Friday 24<sup>th</sup>. Course enrolment is on Monday 3<sup>rd</sup> September, between 10.00am and 12.00 noon. Please note it is essential that you are on time for this day and are seated in the hall for a punctual start at 9.45am. If you do not attend this induction session we will assume that you will not be enrolling at Hautlieu for the 2018-19 academic year.

**Highlands College Enrolment Days**

All prospective students who have received a firm or conditional offer for their chosen course must attend one of the Enrolment Days on either Thursday 23<sup>rd</sup> August, between 10.00am – 3.00pm and Tuesday 28<sup>th</sup> August between 10.00am – 1.00pm. Students are to arrive at main reception to enroll and pay for their course. Photo ID will also be taken as part of the enrolment process.

Students must bring with them a copy of their offer letter, their examination results and any other supporting evidence to indicate that they have met the conditions of their offer.

If, for any reason, students are unable to attend one of the enrolment days, they should contact the Full Time admissions Team on 608582 or email [fulltimeapplications@highlands.ac.uk](mailto:fulltimeapplications@highlands.ac.uk). All offers of places are subject to a sufficient number of enrolments.

**Other Post 16 Providers**

All other Post 16 Providers (Beaulieu Convent School, De La Salle College, Jersey College for Girls, Victoria College) will be open to deal with queries and offer information, advice and guidance on the morning of Thursday 23<sup>rd</sup> August. For other times please contact the schools individually.

**IF YOU HAVE APPLIED TO MORE THAN ONE POST 16 INSTITUTION, IT IS IMPORTANT THAT YOU LET THEM ALL KNOW WHEN YOU HAVE MADE YOUR DECISION. YOU MAY BE TAKING UP A PLACE THAT SOMEONE ELSE IS LOOKING FOR.**

Example: You have applied to both Highlands and Hautlieu and have gained the entry grades required for both. If you decide to go to Hautlieu, confirm that decision with Hautlieu and inform Highlands that you will not be taking up your place.

**To contact Highlands, telephone 608582 or e-mail [fulltimeapplications@highlands.ac.uk](mailto:fulltimeapplications@highlands.ac.uk)**

**To contact Hautlieu, telephone 736242 or e-mail [office@hautlieu.sch.je](mailto:office@hautlieu.sch.je)**