



## Guidance Interview

### Frequently Asked Questions – Higher Education / Access / Supporting Teaching and Learning (Teaching Assistant) Courses

#### **What happens at the Guidance Interview?**

All applicants for our Higher Education/Access courses, and a small number of other courses, eg Supporting Teaching and Learning in Schools Certificate/Diploma must have a Guidance Interview in order to secure an offer prior to enrolment. You will have an appointment with a member of staff who teaches on your chosen course(s). They will check that the information you submitted on your application form is correct and talk to you about your predicted (or achieved) grades. You will be asked about your career aspirations, why you are interested in the course and what you already know about the subject area. This is also your opportunity to ask any questions that you might have. The Guidance Interview invite will confirm if the interview will take place by telephone or on campus.

#### **What should I do if I am not available for my Guidance Interview?**

Please contact the Admissions Team as soon as possible using the contact details on your invite. We may be able to change the time of your interview or we will re-arrange your Guidance Interview.

#### **If I have received an invitation to have a telephone guidance interview what will happen on the day?**

Your guidance interview will be undertaken by telephone and the caller may show as a withheld number. The call will consist of an introduction to the College and the course you have applied for. We will also discuss your previous education, career aspirations, why you are interested in the course and what you already know about the subject area.

#### **If I have an invitation to come onto campus, where do I go when I arrive at the College for my Guidance Interview?**

Please come in through our main entrance at the site indicated on your invite letter and report to Reception. Staff will be there to direct you to the relevant waiting area.

#### **Do I need to provide anything at the guidance interview?**

If you have already completed qualifications, please have available your exam certificates, including GCSE in Maths and English if achieved. You may be required to provide a copy via email. If you are unable to find them prior to the interview, advice will be given on how you can obtain duplicates (if required). You will also need a form of ID and evidence of any name change if applicable.

#### **How long will my Guidance Interview last?**

The vast majority of interviews last approximately 20-30 minutes. If you have any queries regarding the duration of your interview, please contact the Admissions Team.

#### **I need more information about the course(s) I've chosen/entry requirements.**

Please check our website for more information about your chosen course(s). Each course information sheet has a course summary, details of the entry requirements and information about what you can do next.

**Will I get any financial help whilst I'm at College?**

If you are studying a Higher Education course or are aged 19+ studying a Level 3 course please consider your finance options at [www.gov.uk/studentfinance](http://www.gov.uk/studentfinance) (Higher Education) or [www.gov.uk/advanced-learner-loan](http://www.gov.uk/advanced-learner-loan) (19+ Advanced Learner Loan). If you require further information, please contact our Student Advisers.

**I will require support when I come to College.**

Please check our support section on the web site which gives details of help and support provided by our Learner Support team. If you have any accessibility needs for the Guidance Interview, please contact the Admissions Team and we will do all we can to help.

**How do I process my DBS if required for my course?**

You don't need to request your DBS yet; further information will be available during enrolment.

**What happens after my interview?**

If you are offered a place on your chosen course(s), you will be informed during your Guidance Interview. We will confirm the offer in writing shortly afterwards. Enrolment information will be sent during the summer and we will keep in touch with you during the year.

**What if I've changed my mind about my course?**

Please contact the Admissions Team as soon as possible using the contact details on your invite. We may be able to offer you an interview for the alternative course on the same date or we will re-arrange your interview for our next interview event. If you've already been offered a place on a chosen course, please do not re-apply, contact the Admissions Team for your relevant campus to discuss the alternative course you are interested in.

**What if I no longer wish to consider Cheshire College – South & West?**

If you no longer wish to consider Cheshire College – South & West, please contact the Admissions Team for your relevant campus and let us know the reason you are withdrawing your application.

**How can I keep up to date with College news?**

Follow us on Facebook, Twitter, Instagram and YouTube.

**I have more questions...**

Please contact the Admissions Team on:

Crewe Campus - 01270 654654 or [admissionsouth@ccsw.ac.uk](mailto:admissionsouth@ccsw.ac.uk)

Chester and Ellesmere Port Campus - 01244 656555 or [admissionwest@ccsw.ac.uk](mailto:admissionwest@ccsw.ac.uk)