



# Careers Entitlement Statement



We provide Careers Education, Information, Advice and Guidance (CEIAG) to applicants and all students within The Manchester College. Advisors are professionally qualified, and the service is accredited to the national matrix Quality Standard. We are fully compliant with the Gatsby Benchmarks, the national framework for good CEIAG in all schools and colleges in the UK.

## We will provide

- Accurate careers and course information using labour market information to support you when making your career decision
- Impartial CEIAG throughout your journey with us at The Manchester College
- 1 to 1 career advice and planning
- Support you to access meaningful work placements to help you develop skills in the world of work
- Accurate and impartial advice on your progression options into further studies, higher education, apprenticeships or employment
- Encounters with employers to help you gain insight into the world of work and inform your career aspirations.

## We will

- Support you to build your confidence and motivate you with your studies
- Help you to overcome barriers to learning and progression
- Respect your right to confidentiality – all of our appointments take place in the careers hub or you can request a private space if preferred
- Record your intervention on an action plan -this can be shared with you at the end of the session for you to reflect on
- Help you to explore higher education, this includes how to write personal statements and support with the student finance application process
- Offer an on-site Job Club where you can access support with job applications for apprenticeships or employment.



Webinars, telephone and email advice **0333 222 444** [careers&welfare@tmc.ac.uk](mailto:careers&welfare@tmc.ac.uk)



Daily appointments for careers and welfare issues, Touch Point and Job Club



A full tutorial offer including, UCAS, finance for university, careers planning and LMI.

You can access our full Careers Strategy and Careers Programme online at [www.tmc.ac.uk/student-life/support/guidance-welfare](http://www.tmc.ac.uk/student-life/support/guidance-welfare)

