

# Breaking the mould!



# Thank you for taking part in 'Breaking the mould'!

This booklet contains lots of helpful information about your options and what you will cover across the project, as well as some activities for you to complete. It's important to fill in as much as you can so you have a clear record of what you've done, which you can then use to support your future plans.

**?** If you have any questions as we go through, please ask the Hello Future member of staff you're working with, or your teacher.

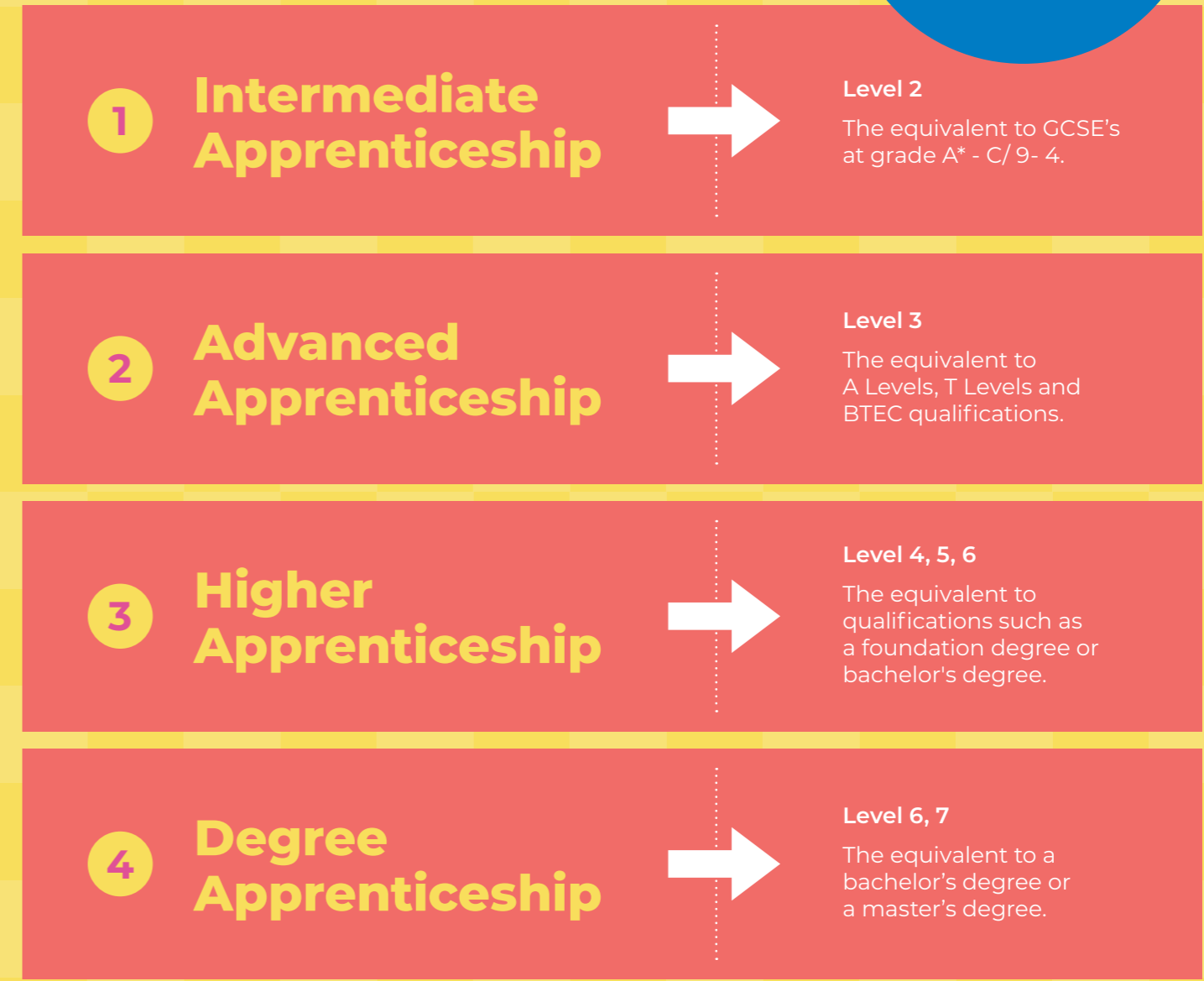


# What are the different types of apprenticeships?

Apprenticeships are a great option if you know you learn better doing hands-on work. If you want a degree, you don't have to miss out - some providers offer degree apprenticeships.

In 2022/2023, around 195,600 people started an apprenticeship in England, with 28,360 of them based in the North West.

**Not all apprenticeships are created equal however!**



# Career Zoom-In: Human Resources

## Skills checklist for an HR job:

- Good listening and speaking
- Multitasking
- Curiosity
- Negotiating
- Influencing
- Approachability
- Trustworthy



## What companies could I work for?

Almost any! Whenever a company hires people, they usually need someone to help with any employee complaints or queries, as well as helping with many of the aspects that make people better workers. Some companies have a built in HR department, others hire freelance HR officers. You could even be self-employed!

## Key responsibilities might be:

- Managing employee relations
- Ensuring that policies are up-to-date and fair on everyone
- Helping anyone joining the company
- Helping with the wellbeing of staff

## Top Tip!

If you're good at listening to people and love helping people, a HR job might be good for you.

## Relevant GCSEs:

Maths C/ Grade 4 and above  
English C/ Grade 4 and above  
Humanity subjects  
Psychology/Sociology

## HR related subjects at university:

Human Resources Management  
Business Management  
Psychology  
Economics

## You can get this job through:

- A university course
- A college course
- An apprenticeship
- Working towards this role
- Specialist courses run by professional bodies



**BEST TEAM**

# Career Zoom-In: Teaching

## Skills checklist for a Teaching job:

- Ability to relate to pupils and their parents
- Enthusiasm for the subject you want to teach
- Be engaging and clear
- Organised
- Dedicated, committed and resilient



## What are the opportunities I should take advantage of now?

It's never too early to start getting education experience. Joining your local Scouts group could give you teaching experience as you get older and take on more responsibility.

School programmes like peer mentoring and tutoring younger students are another way that you can start to gain experience and confidence – and see if teaching is for you.

## Key responsibilities might be:

- Prepare teaching materials, set up the classroom
- Plan and teach lessons
- Assess work and talk to parents and carers
- Manage the workload of teaching assistants
- Organise trips, after school clubs and sports events
- Attend meetings and training

## Top Tip!

Teachers face a lot of challenges, but humour helps – if you're funny, you might make a great teacher.

## Relevant GCSEs:

Maths C/ Grade 4 and above  
English C/ Grade 4 and above

A subject that you are passionate in and want to tell others about!

## Teaching related subjects at university:

Education Studies  
Primary and Early Years Education  
Secondary Physical Education with QTS  
Other subject specific courses with QTS

## You can get this job through:

- A university course
- An apprenticeship
- Working towards this role

# Career Zoom-In: Occupational Therapy

## Top Tip!

If you're patient, determined and have plenty of common sense, this might be the job for you.

### What are the opportunities I should take advantage of now?

Helping people, learning to listen to them actively and making the most of each conversation you have is a really useful skill to be practicing.

As you get older, doing a work experience placement in the NHS would be beneficial, and if you are looking for a weekend job, support work could be something you look into in the future.

### Skills checklist for an Occupational Therapist:

- Active listening and a non-judgemental approach
- Sensitivity and understanding
- Be flexible and open to change
- Patient and able to stay calm
- Teamwork
- Good at talking

### Relevant GCSEs:

Maths C/ Grade 4 and above  
English C/ Grade 4 and above  
Sciences  
Psychology/Sociology

### Occupational Therapy related subjects at university:

Occupational Therapy  
Occupational Therapy Degree  
Apprenticeship

### You can get this job through:

- A university course
- An apprenticeship
- Working towards this role

### Key responsibilities might be:

- Teach and help clients live independently
- Help clients with mental illnesses do activities they enjoy
- Support clients to manage permanent physical disabilities
- Suggest ways to adapt an office or home
- Support clients, families, carers



# Career Zoom-In: Archives

### Skills checklist for an Archives job:

- Attention to detail
- Interest and knowledge of history
- Analytical thinking
- Customer service
- Teamwork
- Administration

## Top Tip!

If you like organisation, helping to preserve and create accessible history – you'd make a great Archivist.

### Key responsibilities might be:

- Store materials and keep them in good condition
- Use archive management software to date, catalogue and index materials
- Help people use the archives
- Create and set up programmes to digitise records and materials
- Carry out research
- Give talks and organise presentations, displays and exhibition

### What are the opportunities I should take advantage of now?

The best thing you can do right now is learn as much as you can about general history – pay attention in history classes, read other books, research anything you find interesting.

You can also take advantage of local opportunities like the Young Archaeologists' Club, and any history related school clubs. If your school has a library, helping in there and learning the systems is also useful.

### Relevant GCSEs:

Maths C/ Grade 4 and above  
English C/ Grade 4 and above  
History

### Archive related subjects at university:

History  
Law  
Archival Studies

### You can get this job through:

- A university course
- An apprenticeship



## Fact File

Help us fill in the blanks about BAE!

### What does BAE do?

- Provide some of the world's most advanced technology-led defence, aerospace and security solutions
- Employ a skilled workforce of more than 93,000 people in 40 countries

### What subjects do they offer?

BAE offers a variety of apprenticeships at different levels in different subjects. We will be focusing on their HR and Administration apprenticeships and their Supply Chain and Procurement apprenticeships, but you can find other apprenticeships on their website.

### What are the benefits of a BAE Systems apprenticeship?

- A career with a real purpose, making the world more secure
- Endless opportunities in the UK and across the world
- Work with cutting-edge technology
- Learn face-to-face with technical specialists and industry experts
- Hands-on experience from day one
- Get paid while you earn qualifications and learn new skills
- A supportive, inclusive and diverse culture

### Find 5 places you could live and work at with BAE:

1. ....
2. ....
3. ....
4. ....
5. ....

### What can they offer me?

- Intermediate apprenticeships (Level 2)
- Advanced apprenticeships (Level 3)
- Higher apprenticeships (Level 4 and 5)
- Degree apprenticeships (Level 6)

### Fact File

- 99% of apprentices choose to stay on with BAE

### What are the entry requirements for a Level 2 apprenticeship?

Age: 16+  
Minimum of 3 GCSEs (or equivalent) grade A\*-E/9-3 including English and Maths

### What are the entry requirements for a Level 3 apprenticeship?

Age:  
Qualifications:



BAE has a page on their website dedicated to their apprenticeships. It has information about everything they offer, as well as answers to frequently asked questions. Search 'BAE apprenticeships' or scan the QR code to take a look.

Activity: .....

Date: .....

Location: .....

### Three things you learned:

1. ....
2. ....
3. ....

How interested are you in .....



How interested are you in .....



### What skill did you have to use?

### What skills did you develop?

### Jobs that I found more about:

### Jobs that I want to look into further:

### If your interest changed, why?

### Your least favourite/least enjoyed aspect:

### Top Tip!

What is it that you value most? Ranking your most to least important values can help you direct your focus towards a future that fits those values. Try ranking these values:

- |                     |             |
|---------------------|-------------|
| Communication       | Challenge   |
| Independence        | Flexibility |
| Making a difference | Teamwork    |
| Work life balance   | Leadership  |
| Helping others      | Family      |
| Money               | Travel      |
|                     | Social life |
|                     | Learning    |



# Fact File



Help us fill in the blanks about NHS!

### What is the NHS?

- Publicly funded healthcare system in England
- Employs 1.3 million people in a range of roles, settings and organisations

### University routes

One route into the NHS is to do a relevant university degree. For example: If you want to be a nurse, you could do a Adult Nursing BSc (Hons) at the University of Cumbria.

### NHS apprenticeships

Apprenticeships are offered by individual NHS employers as well as other non-NHS employers and organisations in many different areas of work.

There are 4 levels of apprenticeships available:

- Intermediate level apprenticeships
- Advanced level apprenticeships
- Higher level apprenticeships
- Degree level apprenticeships

### What are the entry requirements for an NHS Advanced apprenticeship?

Ideally 5 GCSEs (grade 4/C or above) or have completed an intermediate level apprenticeship.

### 5 jobs that I could do in the NHS:

- .....
- .....
- .....
- .....
- .....

### How do I enter the NHS?

- T Levels
- A Levels
- Traineeships
- University
- Apprenticeships

### Fact File

- One of the largest employers in the world
- 2.2 million A&E attendances in Oct. 2023 with 547,000 admissions
- 850,000 answered calls to 999 by the Ambulance Service in Oct. 2023

### What GCSEs might be useful for me if I want to go into healthcare?

### What are the entry requirements for an Adult Nursing BSc (Hons) at the University of Cumbria?

Minimum 104-112 UCAS Tariff points. This could look like 3 A Levels (BCC-BBC) or a Merit in a T Level.



The NHS has a website dedicated to helping people find careers in the NHS and information about how to get into them. Search 'Step Into the NHS' or scan the QR code.

Activity: .....

Date: .....

Location: .....

### Three things you learned:

- .....
- .....
- .....

How interested are you in .....



How interested are you in .....



What skill did you have to use?

What skills did you develop?

Jobs that I found more about:

Jobs that I want to look into further:

If your interest changed, why?

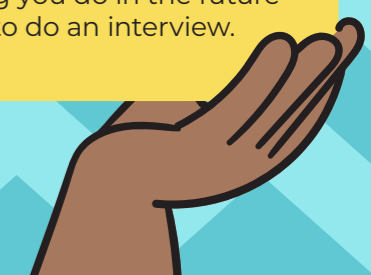
Your least favourite/least enjoyed aspect:



### Top Tip!

When writing about the skills you've used, try and use the STAR model with an example. The STAR model organises your example to show the **Situation** you were in, the **Task** you were given, the **Action** you took to achieve the task and the **Result** of your action taken.

This gives employers/application reviewers a better understanding of how you gained or utilised a skill and is a model that is helpful both in applications and interviews. Anything you do in the future will require you to do an interview.



# Meet our partner universities!



Founded in 2007, the University of Cumbria offers a wide range of courses in the arts, sciences, business and health sectors. They are committed to research and innovation with a focus on real-world impact. They offer full-time study degrees, as well as apprenticeships – so there are plenty of options to get the hands-on experience you need alongside your qualifications.



To learn more about the University of Cumbria and the courses they offer, scan the QR code!



Edge Hill University is one of the UK Top 35 universities according to the Guardian University Guide 2024 and the 1st in the UK for accommodation according to Uni Compare 2023. They offer 146 courses in a range of areas from Geography to Film, Media and Broadcast Production. Their teaching aims to stimulate active learning, creativity, problem solving and investigation.



To learn more about Edge Hill University and the courses they offer, scan the QR code!



One of the UK's largest universities, UCLan has a community approaching 42,000 staff and students. They offer over 350 undergraduate programmes including degree apprenticeships and full-time study degrees in everything from Accounting & Finance to Music Theatre. Their research teams work with major international organisations such as the United Nations and the European Space Agency.



To learn more about the UCLan and the courses they offer, scan the QR code!



Established in 1964, Lancaster University is one of the few universities in the UK to have a collegiate system and is ranked in the top 10 universities in the Complete University Guide 2024. Their campus is situated within 560 acres of parkland, providing stunning surroundings for you to immerse yourself in. They offer over 280 undergraduate degree programmes, from Criminology to Architecture.



To learn more about Lancaster University and the courses they offer, scan the QR code!

# Fact File



Help us fill in the blanks about Myerscough College!

### What is Myerscough?

- Specialist college and university focused on land-based, science, engineering and sports
- Provides hands-on practical experience alongside academic knowledge to pursue specialised careers

### What facilities do they have?

A farm, horticultural provision, ornamental gardens, a sports centre, a golf academy, sports pitches, engineering workshops, mechanisation facilities and so much more.

### I want to study their Landscape and Design degree: what are the entry requirements?

- 5 GCSE passes at Grade C or above (including Maths and English or equivalent)
- 104 UCAS Tariff points from one or more of the following:
  - 3 A Levels at C or above
  - BTEC/C&G Level 3
  - Access to HE Diploma in a relevant discipline

### Five courses that Myerscough Offer:

1. ....
2. ....
3. ....
4. ....
5. ....

### What apprenticeships do they offer?

Agriculture, Animal Studies, Arboriculture, Equine Studies, Farriery, Horticulture, Land-based Service Engineering, Landscape, Leadership & Management, Rail Engineering, Sportsturf, Veterinary Nursing.

### Fact File

- **97%** of degree students progress to further study or employment

### Where is Myerscough?

The main campus is rural near Preston, but they also have courses based in Penrith and online.

### I want to study their ..... apprenticeship: what are the entry requirements?

### What can they offer me?

- Entry level programmes
- T Levels for school leavers (equivalent to 2 A Levels)
- Apprenticeships (Level 2 and up)
- University degrees

Activity: .....

Date: .....

Location: .....

### Three things you learned:

1. ....
2. ....
3. ....

### What skill did you have to use?

### What skills did you develop?

### Jobs that I found more about:

### Jobs that I want to look into further:

How interested are you in .....



How interested are you in .....



### If your interest changed, why?

### Your least favourite/least enjoyed aspect:

### Top Tip!

Being able to communicate well is an integral skill for your future. Have a think about **3 of your communication strengths** and **3 areas you could develop in**. What could you do to improve in those places?

For example:

**Strength** – I speak clearly and can get my point across.

**Needs improvement** – I often interrupt others when they are speaking.



Myerscough College's website offers information on their various further and higher education offers and the requirements for entry. Search 'Myerscough College' or scan the QR code.



# My local college:

Doodle the college logo!

List 5 courses they offer that you might be interested in doing.

1. ....
2. ....
3. ....
4. ....
5. ....

One interesting fact that I learned:

What types of courses do they offer?

- T Levels       Degrees  
 BTECs         Other:  
 A Levels

Are there any courses I think that I couldn't do? Why?

A course that I want to find out more about:

How do you apply?

What are the entry requirements for the course I am interested in?

One thing I found cool:

Are there any entry requirements I think I can't meet?

Where can I find out more information?

# hello future.

## Emily's Career Journey

**GCSE optional subjects:** History; French; Music; RS.

**A Levels:** History; Religion, Philosophy & Ethics; Government & Politics.

**Degree:** BA (Hons) History and Archaeology & MA Funerary Archaeology.

**Jobs I could do:** Archaeologist; Archivist; Civil Service; Heritage/Outreach Officer; Museum Curator; Teacher.

## Laura's career journey

**GCSE optional subjects:** French; IT; History; Peer Mentoring.

**A Levels:** English Language; English Literature; Psychology.

**Degree:** BA (Hons) Education Studies & MA Psychological and Educational Studies.

**Jobs I could do:** Learning Mentor, Family Support Worker, Teaching Assistant, Private Tutor, Education Administrator.

## Jack C's career journey

**GCSE optional subjects:** German; History; Geography.

**A Levels:** German; History; Geography.

**Degree:** BA (Hons) German; Spanish; Italian & MA Translation.

**Jobs I could do:** Translator/Interpreter; Diplomat, Intelligence Analyst, Teacher/Lecturer, Logistics Officer, Journalist/Foreign Correspondent, Flight Attendant, Cruise ship worker.

# Fact File

Our staff reveal what a career in humanities can look like!

87% of humanities graduates say they are satisfied with their career!

## Jack T's career journey

**GCSE optional subjects:** Drama; History; Professional Catering.

**AS Levels:** Media Studies; Psychology; Maths; Theatre Studies.

**College:** Psychology & Theatre Studies; BTEC Horticulture.

**Degree:** BSc Social Enterprise Leadership.

**Jobs I could do:** Higher education outreach; Project Management; Business Owner; Coaching/Mentoring; Running own Social Enterprise; International Charity work.

Humanities have a low unemployment rate of 4.3%

## Humanities Workshop

Explore what Humanities really means and reflect on your future!

Write down 3 things you have learnt today:

1. ....
2. ....
3. ....

Which subjects might you like to continue studying? Why?

Which skills do you want to develop? Which subjects would help you improve with these skills?

Humanities definition: What do you think 'Humanities' means?

### Extracurricular activities

If you want to get more involved, why not check out some activities or clubs you can join?



- **After school activities:** your school will have a wide range of lunchtime or after school activities – why not ask a teacher and find out more?
- **Drama Clubs:** there are groups across Cumbria where you could star on stage or direct behind the scenes!
- **Scouts:** join the Scouts and start earning badges in Writing, World Faiths, Global Issues and many more!
- **Volunteering:** why not try volunteering for local charities you're interested in like National Trust or Forestry England? Develop new skills whilst helping others!
- **Young Archaeologists' Club (Maryport/Kendal):** meet once a month to learn more about the past!

## Ready, Set, Doodle!



### Partners logo quiz

Hello Future works with a collection of universities, colleges and organisations to help you find and pursue opportunities that will move you towards your future goal. You've met several of these partners during this program, but can you remember what they look like?

Test your knowledge of what their logos look like – don't cheat! Get your friends involved and see who can remember the most in your doodle. Then vote for who did best.



University of Cumbria

NHS

Myerscough College

BAE Systems

Hint: Some of them are simpler than others!

# My future wordsearch

You've seen all of these words in context – now for some fun. Find all the words that could be in your future in the wordsearch. Some of them might be tricky! When you have finished, turn over for the answers on the next page. Don't cheat!



U N I V E R S I T Y O F C U M B R I A I G T T  
 S Y Z R P Z Z J Z H L E Q U S Q S T C A D N U  
 H S C E T B V T S N G T R C A R E E R J L O L  
 N K R M Y E R S C O U G H C O L L E G E V I H  
 T D O C M Y I M T O D E G R E E Y J O P C T T  
 S W D X N O I T A C U D E R E H T R U F C A E  
 E H U B I D W A P P R E N T I C E S H I P C A  
 I O C C U P A T I O N A L T H E R A P Y I U C  
 T Z N U N E R U T U F O L L E H A J S L M D H  
 I F C N X Q N F C B M B E O E A L L S M V E I  
 N P B F D H S E V I H C R A D G E F T Q C R N  
 A W H A O S M E T S Y S E A B R V R A G O E G  
 M L Z R R E T T E L R E V O C G E C R C R H V  
 U S E C R U O S E R N A M U H G L E O S O G C  
 H Z K J A E C N I Q R O U U O R S D V E R I I  
 H N L O N U N U N I V E R S I T Y C R V D H Y

Find the following words in the puzzle. Words are hidden ↕↔↔ and ↘

A LEVELS  
 APPRENTICESHIP  
 ARCHIVES  
 BAE SYSTEMS  
 BTEC  
 CAREER  
 COVER LETTER  
 CV

DEGREE  
 FURTHER EDUCATION  
 GCSE  
 HELLO FUTURE  
 HIGHER EDUCATION  
 HUMANITIES  
 HUMAN RESOURCES  
 MYERSCOUGH COLLEGE

NHS  
 OCCUPATIONAL THERAPY  
 STAR  
 TEACHING  
 UNIVERSITY  
 UNIVERSITY OF CUMBRIA



## Extra challenge

If you think this is easy – why not time yourself with your friends? **Fastest to finish wins!**

# Solutions wordsearch

If you think you've found all the words – or you can't find any more – here are the solutions for the wordsearch. Did you find them all?

Look away if you haven't finished the wordsearch!

U N I V E R S I T Y O F C U M B R I A . . . .  
 S . . . . . N .  
 H . C E T B . . . . . C A R E E R . . O .  
 N . . M Y E R S C O U G H C O L L E G E V I .  
 . . . . . D E G R E E . . . C T T  
 S . . . N O I T A C U D E R E H T R U F . A E  
 E . . . . . A P P R E N T I C E S H I P C A  
 I O C C U P A T I O N A L T H E R A P Y . U C  
 T . . . . E R U T U F O L L E H A . . . D H  
 I . . . . . L . S . . E I  
 N . . . . S E V I H C R A . . E . T . . R N  
 A . . . . S M E T S Y S E A B . V . A G . E G  
 M . . . R E T T E L R E V O C . E . R C . H .  
 U S E C R U O S E R N A M U H . L . . S . G .  
 H . . . . . S . . E . I .  
 . . . . . U N I V E R S I T Y . . . . H .

Word directions and start points are formatted: (Direction, X, Y)

A LEVELS (S,17,9)  
 APPRENTICESHIP (E,8,7)  
 ARCHIVES (W,14,11)  
 BAE SYSTEMS (W,15,13)  
 BTEC (W,6,3)  
 CAREER (E,14,3)  
 COVER LETTER (W,15,13)  
 CV (N,21,5)

DEGREE (E,11,5)  
 FURTHER EDUCATION (W,20,6)  
 GCSE (S,20,12)  
 HELLO FUTURE (W,16,9)  
 HIGHER EDUCATION (N,22,16)  
 HUMANITIES (N,1,15)  
 HUMAN RESOURCES (W,15,14)  
 MYERSCOUGH COLLEGE (E,4,4)

NHS (N,1,4)  
 OCCUPATIONAL THERAPY (E,2,8)  
 STAR (S,19,10)  
 TEACHING (S,23,5)  
 UNIVERSITY (E,8,16)  
 UNIVERSITY OF CUMBRIA (E,1,1)



# Careers quiz

Not sure which of these careers could be good for you? Answer these questions below to find out!

## Instructions

Look at the statements and circle the number that best represents your feelings on a scale of strongly agree to strongly disagree. When you have circled all the statements, add up your number and check out the four categories below to see which range your score falls into. For more information about that subject, check out the subject zoom-ins on pages 4-7.

Statement	Strongly Agree	Agree	Neither	Disagree	Strongly Disagree
If I saw someone had fallen over and hurt themselves, I wouldn't pick them up unless I knew them.	1	2	3	4	5
I am bad at doing multiple things at once.	1	2	3	4	5
I am good with people, but I would prefer not to see them all the time.	1	2	3	4	5
I don't often give advice because I feel like people won't listen to me.	1	2	3	4	5
When one of my classmates is struggling with their work, I enjoy helping them figure out how to do it.	1	2	3	4	5
I prefer organisation to disorganised mess.	1	2	3	4	5
I enjoy reading books.	1	2	3	4	5
I think that meetings face to face are the worst way of getting things done.	1	2	3	4	5

My total score:



## 8-16 Archives

You are someone who enjoys reading and prioritises organisation. You enjoy helping people understand the things you are passionate about but would prefer a job that doesn't always involve people. You can work with people, or alone.

Archives might be the place for you – have a look on page 7 for more details.

## 16-24 Teaching

You enjoy helping people with their learning. You like being people facing, but in a format that you can control – like a classroom.

You enjoy reading and can be organised regardless of the space around you. When you are confident – people listen to you. Teaching might be the place for you – have a look on page 5 for more details.

## 24-32 Human Resources

You try to help people wherever you can. You are good at multitasking, and like being around people – people listen to you when you give advice.

You are organised and can work regardless of the space around you, and you thrive in a meeting-based environment. HR might be the place for you – have a look on page 4 for more details.

## 32-40 Occupational Therapy

You love helping people – it doesn't matter if you know them. You love being around people constantly, it gives you purpose. You thrive off communication and people listen to you when you give advice.

Occupational Therapy might be the place for you – have a look on page 6 for more details.

# The STAR technique



## How can this help me?

Interviews are required for any job role or course you are looking to apply for.

Answering various interview questions can be very challenging. The STAR technique is a tool that can help you prepare for common questions you may be asked.



## Situation

Describe the situation and when it took place.

## Task

Explain the task and what the objective was.

## Action

Give details about the action you took to achieve this.

## Result

Close with the result of your action and what you learned.

STAR isn't just useful in the future, but it is also useful now to answer questions like this in school and to get a part time job.

The examples don't have to be work or school based either – are you a part of a sports team? There's an example of teamwork!



## Example question:

Name a time when you have completed a piece of work to a deadline?

### Situation

At school I was given a group project for my Maths class.

### Task

We were asked to create a poster for the classroom wall based around a maths topic we found difficult.

### Action

I ensured everyone was clear on their section and was on track for the deadline.

### Result

The project was completed on time, we got a high mark for it, and it's now on the wall! I also learned how valuable communication is for teamwork!

## Now it's your turn!

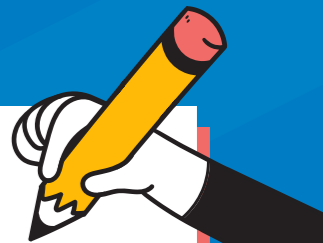
Name a time when you have completed a piece of work to a deadline?

### Situation

### Task

### Action

### Result



Use this space to plan two possible options for your future – your preferred and your back up.

It is always useful to have a Plan B, in case you don't make the grades you need, or something changes.

## My Plan A

### The Details

Where is the course:

.....

What level is the course:

.....

What is my goal career that this helps me towards?

.....

What can I do in the next 6 months to help me achieve this?

What GCSEs do I need to take to help me achieve this?

What work experience/volunteering would it be useful for me to do?

## My Plan B

### The details

Where is the course:

.....

What level is the course:

.....

What is my goal career that this helps me towards?

.....

What can I do in the next 6 months to help me achieve this?

What GCSEs do I need to take to help me achieve this?

What work experience/volunteering would it be useful for me to do?



# Jargon buster

All those new words

### A Levels

Qualification gained from studying at sixth form or college after completing GCSEs. You usually do 3.

### GCSE

The qualifications achieved in Year 10 and 11. You take a combination of core and optional subjects.

### Sector

An industry or part of an industry, covering groups of related occupations. Examples of sectors/industries in apprenticeships are: construction, engineering, health etc.

### Higher Education (HE)

Refers to qualifications that are taken at level 4 or above, i.e. taken after A Levels or equivalents. Includes: university degrees, higher apprenticeships and degree apprenticeships.

### BSc

Bachelor of Science, the undergraduate degree awarded to those studying a scientific subject.

### CV (Curriculum Vitae)

A written description of your education, qualifications, previous work experience and skills that you can send to employers.

### BA

Bachelor of Arts, the undergraduate degree awarded to those studying an arts or humanities subject.

### BTEC

Qualifications that provide theoretical and practical knowledge in a range of subjects.



### Degree Apprenticeship

These are an alternative route into higher education, combining full-time work for an organisation with part-time university-level study, where students can achieve a full degree.

### Cover Letter

You can write about your skills and experience in more depth – and with the job in mind. This is your opportunity to tell them why you would be good at this job.

### Higher National Certificate/ Diploma (HNC/HND)

Work-related higher education qualifications. They are Level 4 and Level 5 qualifications.

### Degree

A qualification achieved at university or college.

### Further Education (FE)

Refers to qualifications taken after school between the ages of 16 and 18, usually in college or sixth form.

### NVQ

A work-based qualification that recognises the skills and knowledge a person needs to do a job.

# hello future.

working together with Cumbria's learners



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Hello Future is a partnership of universities, colleges and employers. We are committed to the young people of Cumbria and want to improve access to any kind of higher education (university/college or higher/degree apprenticeships). We are here to help support you in making informed decisions about your career, the pathways to get there and making a successful transition to your next step.