

# Colchester Institute Careers education, information, advice and guidance programme

Colchester Institute's CEIAG (careers education, information, advice and guidance) programme is based upon the [Gatsby Foundation's Good Career Guidance benchmarks](#). These benchmarks are a framework of 8 guidelines about what makes the best careers provision in schools and colleges. The College also holds the [matrix](#) standard for careers information, advice and guidance services.

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	July
<b>Information, Advice and Guidance</b>												
1-1 Careers guidance appointments	X	X	X	X	X	X	X	X	X	X	X	X
Careers advice and information drop-ins	X	X	X	X	X	X	X	X	X	X	X	X
Careers advice and information at advice events and open days	X	X	X	X		X						
“Settling in” interviews		X	X	X								
<b>Self-Awareness</b>												
Individual learning plans (ILP's) setting and review		X	X	X	X	X	X	X	X	X	X	
Self-Awareness themed tutorials		X	X	X	X				X	X	X	
Enterprise activities		X	X	X	X	X	X	X	X	X		
Job Explorer Database (JED) online resource	X	X	X	X	X	X	X	X	X	X	X	X
<b>The World of Work &amp; Employability</b>												
World of work themed tutorials		X	X	X	X	X	X	X	X	X		
Work experience GAP (Graduate and Professional)		X	X	X	X	X	X	X	X	X		
Job and apprenticeship opportunities display	X	X	X	X	X	X	X	X	X	X	X	X
Industry visits and speakers		X	X	X	X	X	X	X	X	X	X	
Labour Market Information (LMI)	X	X	X	X	X	X	X	X	X	X	X	X
Industry skills competitions and activities				X	X	X	X	X	X			
<b>FE Progression and Work Readiness</b>												
Progression themed tutorials including job search, CVs and interview skills		X					X	X	X	X		
College Open events			X	X		X						
CV writing	X	X	X	X	X	X	X	X	X	X	X	X
Work experience GAP (Graduate and Professional)		X	X	X	X	X	X	X	X	X		
<b>Progression into Apprenticeships</b>												
Apprenticeship information events			X	X		X		X		X		
Help and support for apprenticeship applications	X	X	X	X	X	X	X	X	X	X	X	X

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<b>Progression into Higher Education</b>												
UCAS clearing advice	X	X	X									X
UCAS "APPLY" presentations		X	X	X	X					X	X	
UCAS applications	X	X	X	X	X	X	X	X	X	X	X	X
Personal statements	X	X	X	X	X	X	X	X	X	X	X	X
UCAS application checks	X	X	X	X	X	X	X	X	X	X	X	X
University Centre Colchester open events			X	X		X				X	X	
University Centre Colchester presentations				X	X	X	X	X				
UCAS exhibition visit								X			X	
1-1 student finance support		X	X	X	X	X	X	X	X	X	X	
UCAS "APPLY" drop-ins		X	X	X	X	X						