

Isle of Wight 14-19 area prospectus Common progression



Introduction

All year 11 students are now able to choose a post 16 course by applying on-line. This leaflet will take you through the process for doing this. To help you apply, your school will supply you with an unlock code.

Before you apply, it is important that you get careers advice on the route you have chosen to take after Year 11. If you need any more help or you have any problems with this process, please contact your school or Connexions staff.

We wish you every success.

www.futures4me.com/iw



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Step 1: Registering

Visit

www.futures4me.com/iw

- If you are a new user you can register by clicking on **My progression**. Fill out your details in the registration box and then click **Register**.
- If you already have a username and password you can just **Login**.



You are now registered and can start searching and applying for courses and training opportunities using 'My progression'.

Step 2: Looking at the prospectus

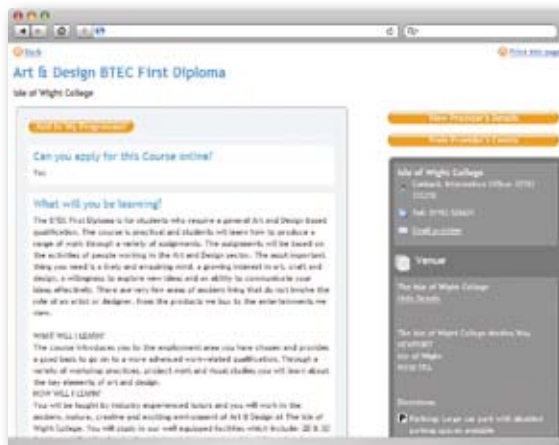
From the home page the main way to search is to type what you are looking for into the search box. This can be either the course name, provider name or a keyword. The site will then show results linked to any of these words.

- Click on **Search for more than one course** – this will allow you to choose a number of courses and then search for providers who offer that combination of courses.
- Click on **Search by subject** – then click a subject to search.
- Click on **Search by provider** – this will bring up a list of all the places that provide courses and training. Choose one of these providers and click 'View courses'.

Use the different search methods to find a course that you are interested in.

Step 3: Adding a course to 'My progression'

- Find a course that you are interested in.
- From the course information page, click on **Add to My progression**.
- A message will appear to confirm that your choice has been added to your progression.
- Continue to search and add courses you are interested in to your progression.
- To see the courses you have added, click on **My progression**.



Step 4: Making an application

Once you have added the courses that you are interested in to **My progression** you can then start the application process.

- Once you have found a provider that offers the courses you are interested in, you can begin your application.
- Click **Apply to this provider**.
- Confirm which courses you would like to apply for and click **Next**.
- Fill in your personal details on the application form and click **Next**.
- Confirm the details of the course and click **Submit**. Your choice has now been sent through to the provider.



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Step 5: Tracking your choices

You can check the progress of your choice by logging in to **My progression** at any time.

- From here you can send a message to the course providers and ask for help from Connexions.
- You can view all application forms that you have started.
- You can view all the courses you have saved to favourites.
- You can check to see if you have any appointments or offers, and see any conditions of those offers.
- You can accept and decline any offers that you receive.



Your local Youth Connexions centre

29 High Street, Newport, Isle of Wight. PO30 1SS.

Phone: 01983 525927

Email: connexions@iow.gov.uk

Web: www.iowight.com/connexions

Opening Times:

Monday 9.30am to 4.30pm

Tuesday 9.30am to 4:30pm

Wednesday 9.30am to 4.30pm

Thursday 9.30am to 5.15pm

Friday 9:30am to 4pm

Saturday 10am to 1pm

Supported by:

