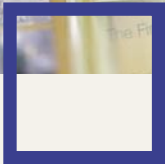


Information **Advice** and **Guidance**



FINDING THE RIGHT COURSE □ APPLYING FOR FINANCIAL SUPPORT
HELP WITH SPECIAL NEEDS □ CAREER PLANNING □ ADVICE AND SUPPORT

@ **Chesterfield** College
LearningMatters

¹ Information Advice and Guidance (IAG)

IAG Services can help you to make the right choices to enable you to succeed.

Information

About different courses and apprenticeships.

Advice

About employment opportunities, progression routes and higher education.

Guidance

To support you when making decisions.



How the IAG team can help you ²

The IAG team is there to help potential and existing students with questions about studying at College. We will always provide impartial advice and help you to decide what is best for you.

The IAG team can

- Help you find the right course.
- Talk to you if you think that you are on the wrong course.
- Provide advice on funding to support learning.
- Explain about progression routes into higher education and employment.
- Help with CV writing and making applications.
- Explain how to complete your UCAS Form.
- Advise on support available for learners with special needs.

Careers Library and Computer Facilities

- Higher Education Prospectus for most Universities.
- Information on employment opportunities and careers.
- Jobs Notice Board.
- Careers Software Packages.
- Information on Support Funds.

Students who know what they want to do when they finish College are twice as likely to succeed. Selecting the wrong course may limit your opportunities. Use the IAG Service to check that you are taking the right subjects.

How does the College help you to make decisions about your future?

- Provides a Right Choice Review with your Personal Tutor.
- Tutorial Activities relating to career opportunities.
- Career Planning on your Individual Learning Plan.
- Holds Careers Events.
- Can provide one-to-one interview with a careers advisor.
- Understanding financial support for students.
- Employers who come into College to talk to groups of students.
- Organises visits to Universities and helps provide work placements.

A quick guide

- Get to know your Personal Tutor. Your tutor is happy to talk to you and help you to complete your Individual Learning Plan.
- Browse through the information on courses and career planning and use the software in the computer suite.



Make an appointment to see the College Connexions Advisor. You can do this through Learner Services.

Telephone Numbers

01246 500535 or 01246 500536

Email Address

advice@chesterfield.ac.uk

The Connexions team also have an office in the Centre of Chesterfield.

Telephone Number

01246 201581

Email Address

enquiries@connexions-derbyshire.org

Location

Knightsbridge Court
The Old Courthouse
Shentall Gardens, West Bars
Chesterfield, S40 1BA

Opening Hours

10.00am until 4.00pm	Mon & Tues
10.00am until 1.00pm	Wed
10.00am until 4.00pm	Thurs & Fri

5 Where to find us at Infirmary Road Campus

Telephone or call in to make an appointment for a one-to-one interview with the Information Advice and Guidance team.



Telephone Numbers

01246 500562 or 01246 500563

Opening Hours

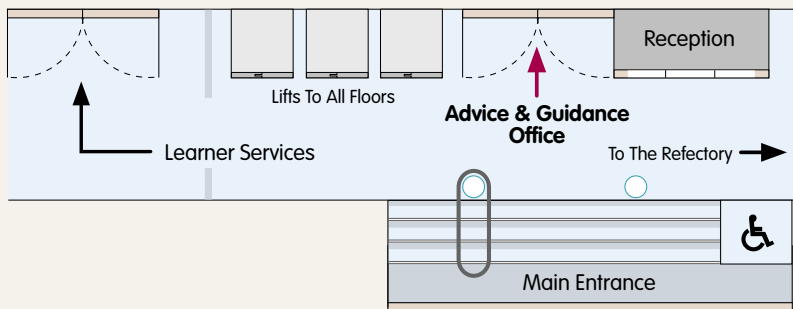
8.30am until 5.00pm Mon - Thurs
8.30am until 4.30pm Fri

Email Address

advice@chesterfield.ac.uk

Location

Opposite The Main Entrance Infirmary Road Campus



Where to find us at Clowne Campus 6

Telephone or call into Learner Services at the Clowne Campus.



Telephone Number

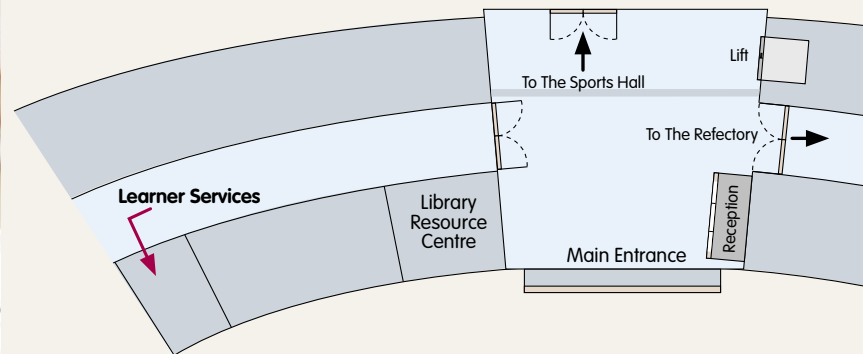
01246 500791

Location

Turn Left At The Main Entrance
Clowne Campus, Room NC217

Opening Hours

10.00am until 3.00pm Mon, Tues, Thurs & Fri
10.00am until 2.00pm Wed



Chesterfield College has an open access policy and is committed to ensuring all members of the community including people with learning difficulties and those with disabilities are treated fairly. Reasonable adjustments will be made to ensure that disabled students and other people are not substantially disadvantaged.

@ Chesterfield College
LearningMatters

Chesterfield College, Infirmary Road, Chesterfield, S41 7NG
Telephone 01246 500500 Fax 01246 500587

Web www.chesterfield.ac.uk Email advice@chesterfield.ac.uk

