

# Doing your research

## Researching higher education

Draw up a list of your top five subjects or courses – the ones you want to explore further.

Subject / course details	Website / URL
1.	
2.	
3.	
4.	
5.	

## Useful source: [UCAS' search tool](#).

Details are on each course information page. You can also find more information on the website of the university or college offering the course / subject you're interested in. You can find links to these websites on each course information page.

You can also find useful information about courses and higher education providers on the [Unistats website](#).

What you need to find out	Subject / course 1	Subject / course 2	Subject / course 3	Subject / course 4	Subject / course 5
<b>1. Entry requirements</b> – do they match my subjects / grades?  If you have predicted grades, consider applying for at least one course with lower entry requirements, to have as a reserve offer.					
<b>2. Does the course match my interests?</b> What module choices and content does it offer? Do they relate to my career plans?					

<b>3. Costs</b> – what are the tuition fees and costs of living expenses? Are there any scholarships or bursaries on offer?					
<b>4. Work experience</b> – does the course or university offer any internship or placement opportunities?					
<b>5. Professional accreditation</b> – is the course recognised by appropriate / relevant professional bodies?					
<b>6. Open days</b> – when are they? Do I have to book a place?					
<b>7. What are the three most, and three least positive aspects</b> of this subject / course?					



## Researching apprenticeships

Draw up a list the apprenticeships you're interested in – the ones you want to explore further.

Job role / apprenticeship details	Website / URL
1.	
2.	
3.	

### Sources to use:

Information about higher and degree apprenticeships on UCAS' website at [www.ucas.com/apprenticeships](http://www.ucas.com/apprenticeships).

Apprenticeship vacancy listings:

- England – [www.gov.uk/apply-apprenticeship](http://www.gov.uk/apply-apprenticeship)
- Wales – Careers Wales – [ams.careerswales.com/Public/Default.aspx?mode=vacancy](http://ams.careerswales.com/Public/Default.aspx?mode=vacancy)
- Scotland – My World of Work – [www.apprenticeships.scot](http://www.apprenticeships.scot)
- Northern Ireland – [www.nidirect.gov.uk/campaigns/apprenticeships](http://www.nidirect.gov.uk/campaigns/apprenticeships)

Do any further research you need to do, and check out the employer's website for any more details and information. Remember, you can contact the employer and university, college, or training provider, to ask any questions you have.

### Find vacancies for the job roles you're interested in

What you need to find out	Opportunity 1	Opportunity 2	Opportunity 3	Opportunity 4	Opportunity 5
<b>1. Job role description</b> – does it fit what I'm looking for?					
<b>2. Who is the employer?</b> Is this the type of company I want to work for? Can I travel there each day?					

<b>3. Who is the training provider?</b> What is the college or university like where I'd be studying? Can I travel there?					
<b>4. Entry requirements</b> – what qualifications, subjects, and grades are they looking for?					
<b>5. What essential and desirable skills, experience, and qualities</b> are they looking for in applicants?					
<b>6. What are the three most, and three least positive aspects</b> of this apprenticeship / job role?					



## Researching employment and going into work

Draw up a list of the sorts of job roles you're looking for – the ones you want to explore further.

Job role details	Website / URL
1.	
2.	
3.	
4.	
5.	

### Sources to use:

You can find information about different careers on the job profiles sections of your national careers website (such as National Careers Service), or on [ucas.com](https://www.ucas.com).

There are a variety of job sites locally, and nationally. You can use the following websites:

- Universal Jobmatch – England / UK – [www.gov.uk/jobsearch](https://www.gov.uk/jobsearch)
- Careers Wales – [ams.careerswales.com/Public/Default.aspx?mode=vacancy](https://ams.careerswales.com/Public/Default.aspx?mode=vacancy)
- My World of Work – Scotland – [www.myworldofwork.co.uk/getting-a-job](https://www.myworldofwork.co.uk/getting-a-job)
- Jobcentre Online Northern Ireland – [www.jobcentreonline.com/JCOLFront/Home.aspx](https://www.jobcentreonline.com/JCOLFront/Home.aspx)

Do any further research you need to do, and check out the employer's website for any more details and information. You can also contact the employer to ask any questions you have. Your local job / careers centre may be able to provide help searching for vacancies, and recruitment agencies are another useful source. Don't forget, family and friends can provide a valuable network. It's estimated that a high percentage of jobs are never advertised.

### Find vacancies for the jobs you're interested in

What you need to find out	Vacancy 1	Vacancy 2	Vacancy 3	Vacancy 4	Vacancy 5
<b>1. Job role description</b> – does it fit what I'm looking for?					

<b>2. Who is the employer?</b> Is this the type of company I want to work for? Can I travel there each day?					
<b>3. Entry requirements</b> – what qualifications, subjects, and grades are they looking for?					
<b>4. What essential and desirable skills, experience, and qualities</b> are they looking for in applicants?					
<b>5. Do I need to get some work experience</b> before applying for a job like this?					
<b>6. What are the three most, and three least positive aspects</b> of this apprenticeship / job role?					
<b>7. What interests me most about this job?</b>					



## Researching gap years

Draw up a list of the key things you want to achieve, and the key features you want to include in a gap year.

Key things I want to achieve	Key features I want to include e.g. overseas travel, volunteering, work / earn money, when / how long, budget.
1.	
2.	
3.	
4.	
5.	

### Sources to use:

There's a wide range of gap year and volunteering schemes available. If you're using an agency or scheme, check out how long they've been running, if they're financially sound, and are members of a reputable organisation, such as ABTA or Year Out Group, where they agree to follow a code of conduct.

If you're going to look into organising it yourself, research the costs of the features offered by organised schemes which appeal to you. Make sure you consider and get advice on safety, any additional checks, and insurance cover.

You may find useful information on social media, online forums, and websites. Look at reviews, articles, and advice from people who've 'been there and done that', for the sort of gap year you're considering.



Find some gap year opportunities you're interested in

What you need to find out	Opportunity 1	Opportunity 2	Opportunity 3	Opportunity 4	Opportunity 5
1. Will it help me achieve my goals? How?					
2. Does it offer the key features I want to include? Some or all of them?					
3. <b>Essentials</b> – what flights, accommodation, visas, insurance, vaccinations, etc. are required?					
4. <b>Costs</b> – what are the costs, what's included / excluded, and how does it match my budget?					



**5. Quality check** – how long has the company been running, is it financially sound, and is it a member of a reputable organisation, such as ABTA or Year Out Group?

**6. What are the three most, and three least positive aspects** of this opportunity?

**7. Deadlines** – when do I have to apply, confirm bookings, or pay for anything?