

## **POTENTIAL STUDENT PROGRESSION FOR 2017/2018 ACADEMIC YEAR FOR AS TO A LEVEL (APPLIED GENERAL CERTIFICATE TO EXTENDED CERTIFICATE) PROGRAMMES OF STUDY**

These guidelines are only for current academic year 1 AS/Certificate students who are currently taking 5 or 4 or 3 AS levels/Certificate subjects and expecting to qualify to continue 3, or possibly more, of their subjects to A Level/Extended Certificate level next academic year. Year 1 IB students continue on their 2 year course. Those hoping to continue with 1 or 2 AS Level/Certificate subjects to A Level/Extended Certificate (who will also start further AS levels/Certificates), and Advanced Foundation students will be offered separate guidance by their Senior Tutor about their potential progression routes and re-application arrangements to study an AS Level/Certificate programme at the College.

### **OUTLINE OF THE PROGRESSION PROCESS FOR YEAR 1 AS STUDENTS**

This document is designed to give relevant Year 1 AS/Certificate students help and guidance in making provisional course choices for year two AS/A Level/Extended Certificate programmes commencing in September 2017. Progression from the study of AS Level/Certificate to A Level/Extended Certificate in each individual subject area, or from a year 1 to a year 2 programme overall, is not automatic. For each individual subject, you will normally be expected to gain a minimum of grade E at AS Level/Pass at Certificate to progress to A Level/Extended Certificate and to have satisfied staff regarding your level of attendance and commitment. There are further subject specific requirements for some subjects. Progression from year 1 to year 2, in general, also requires at least satisfactory academic progress in the first instance, which normally includes achieving at least 3 A – E pass grades at AS level or a Merit at Certificate subjects and a satisfactory level of attendance and commitment.

Students studying 1 or 2 AS levels/Certificates and those students who are unlikely to wish to continue 3 AS level/Certificate subjects to A Level/Extended Certificate will need to 're-apply' to College for 2017/18 academic year. To do this each student will need to arrange to see their Senior Tutor, to commence the process.

Please note that to provide students with the combinations of subjects they wish, in reasonable group sizes, all AS/Certificate students will be re-allocated to newly created A Level/Extended Certificate subject classes starting in September for study in 2017/18 and students are therefore likely to have different teacher(s) in most, or all, of their A Level/Extended Certificate classes.

### **Consideration Period**

During the period from 12 January to 27 January, including the Tutorials on the 19<sup>th</sup> and 26<sup>th</sup> January and Progress Reviews, you will be asked to complete a Provisional Coursing Form for the 2017/18 academic year, where you will indicate your 'most likely' year 2 academic courses. These choices will not be 'binding' but will be used by the College to help with the planning of the curriculum for 2017/18 and they will help us to ensure that you are able to study (and can combine) all the A Level/Extended Certificate courses you wish to follow. Between now and 26 January, you therefore, need to discuss your proposed year 2 academic courses with your subject teachers, Personal Tutor, careers staff and parents. Some students will also need to refer to Higher Education and/or careers materials or consult representatives or consult Senior Tutors or other Specialist staff. You need to ensure that you are making choices which are right for you.

### **Summer Term 2017 Arrangements**

All AS/Certificate Level teaching classes for the 2016/17 academic year will finish on Friday 12 May 2017 at 4.05pm. All AS/Certificate students will be given Exam and Study Leave during the main summer AS/Certificate External Examination period (Monday 15 May – Tuesday 13 June) and students will only need to come into College for the times when they have scheduled examinations. Whilst on Exam and Study Leave students do not need to attend Registration. College study facilities including library and IT facilities will, of course, still be available during the normal College day for those that wish to use them. There will also be Revision Classes and workshops made available during the Exam and Study Leave period in a number of subject areas. The Easter break period is a vital period for students to undertake independent revision programmes for the AS/Certificate exams, which begin just a few weeks afterwards. Some subjects will also offer Revision Classes or Workshops during the Easter Vacation period to support students independent revision programmes.

## EPQ

The Extended Project Qualification offers you a chance to undertake individual study, e.g. create an artefact or write a 5,000 word essay, on a subject of your choice. Within reason, you can do anything, provided that you show the development of academic skills over the course. Although it is not always formally recognised in terms of UCAS points, the EPQ is a fantastic way to showcase your academic talents to universities and employers, as it demonstrates your ability to pursue a university-style piece of academic research or planned project from inception to conclusion. Top-ranked universities are especially keen on EPQ, as it requires the academic skills necessary in university study. Many of those applying to prestigious universities or medical colleges will undertake accelerated EPQ's in order to supplement their interview preparation and boost their CV's. EPQ can be taken in 'accelerated' form (April – Oct) or 'standard' (June – February). Completing an 'accelerated' EPQ means all the work is done by October before the pressure of A Level work builds up. The EPQ is submitted to the Exam Board for the November round of assessments and results are received in January.

Please note that only academic essays may be submitted via the 'accelerated' route – other projects are best pursued via the standard route. EPQ can only be taken as a 4<sup>th</sup> (or 5<sup>th</sup> for second years) course choice option i.e. alongside 3 or more A Levels (please also see EPQ information on Page 5).

### The 'Three Day Programme' (14-16 June 2017 inclusive)

All year 1 AS/Certificate and IB students who wish to maintain the possibility of studying for a second year at the College (including those studying 1 or 2 AS/Certificate levels and hoping to continue courses to A Level/Extended Certificate) will be required to return to College on Wednesday 14 June at 9.00am for '3 Day Programme', which will include University/HE/Employment and other progression briefings, confirming year two course academic choices, and a Review with Personal Tutors including action planning.

A Level/Extended Certificate and IB teaching classes then commence/re-commence on Monday 19 June and all academic teaching classes will continue through to Tuesday 18 July. During this period AS/A and Certificate/Extended Certificate Level students will be expected to attend classes in all of the subjects in which AS Level/Certificate examinations were taken in the summer. Classes for most new A Level or Extended Certificate or 'Year 2 only' classes will also begin in mid-June and students choosing to prepare Extended Project Qualification Submissions will also begin their work. Final decisions re year 2 choices can, of course, not be made until AS/Certificate results are released on Thursday 17 August.

### A Level Subject Lessons during June

If a student is absolutely certain that they do not want to continue with the study of an AS Level/Certificate subject to an A Level/Extended Certificate course in June/July then they will first need to discuss this with their parents, and their Personal Tutor and Senior Tutor. Senior Tutors will normally be in contact with parents and they may be asked to come into College to discuss this. If a student and his or her parents subsequently indicate that a student firmly wishes to withdraw from studying a subject at this June/July stage, they will also have to sign a form confirming that they understand that **under no circumstances** will they, thereafter, be able to continue with the subject to A Level/Extended Certificate in the second year, even if they achieve a good (perhaps unexpectedly high) AS Level grade in the subject that they have chosen to 'drop' in June/July. **Our strong advice is, therefore, for students to continue with study of all of their AS/Certificate subjects, through the June/July period and to make final decisions on their year 2 course in August and in the light of AS Level/Certificate results.** Each year we find some students achieve AS Level grades in August which are very different to their expectations and have then seriously regretted earlier June/July 'decisions' to discontinue with the study of a specific subject. It is imperative that students and their parents fully understand that decisions, made in June to 'discontinue' study of a subject in Year 2, are not then reversible in August or September. This is because students will have 'crucially' missed the June/July teaching and work set together with the work required for completion over the summer period.

### AS Level/Certificate Exam Results (Post AS/Certificate Level Counselling Service)

Senior Tutors and other Senior and Careers staff will be available in College from AS/Certificate 'Results Day' (Thursday 17 August) to work with those students who, subsequent to AS/Certificate results, wish to reconsider or need to amend their year 2 course choices or think about their wider options. This need for discussion may particularly arise if AS/Certificate exam results differ from previous expectations. If students wish to make changes to the choices they have made in June, they need to make these changes in the period between Friday 18 August and Thursday 24 August. Appointments will be available with Senior Tutors or other senior staff for those wishing to do this; where possible, students should arrange to see their own Senior Tutor. If students do not take any action until later in August they may find that some course options are restricted because our new students will have enrolled and in all likelihood some AS Level/Certificate and other courses will be oversubscribed and therefore 'closed'.

## Returning To College For Year 2 – 31 August

All 'returning' students for A Level/Extended Certificate or Year 2 IB programmes will need to be in College at 9.20am on the morning of Thursday 31 August to finalise and confirm their course choices and to complete any necessary administration for study in Year 2. Year 2 Students will spend a 'long morning' in College on Thursday 31 August. **It is vital that all returning students attend at this time.**

All teaching classes ('Academic' and Additional Studies) will then commence on Tuesday 5 September 2017. Please remember that some Year 2 A Level/Extended Certificate students may need to arrange to discuss their academic programme or other options with their Senior Tutor or a senior member of Staff in the period between 18 August and 24 August as previously outlined.

### MAKING YOUR YEAR TWO A Level/AS COURSE CHOICES FOR 2017/2018

The College requirement for programmes of study for all Year 2 A Level students in 2017/18 is that they should be following a minimum of 3 A Level/Extended Certificate courses - although some students may choose to study one more. Year 2 programmes could potentially involve one of the following options:-

- 1 **Continuing** with 3 of your present AS Levels/Certificates to A Level/Extended Certificate (excluding A Level Critical Thinking or A Level Citizenship or A Level World Development). Each A Level subject will have an extra period of teaching compared to AS Level – as A Level is designed by the government to be 'harder' than AS Level. Please note each A Level subject will have approximately 40 minutes more teaching time than for AS Level.
- 2 **Continuing** with 4 of your present AS Levels/Certificates to A Level/Extended Certificate. Students making this decision will, in general, need to have achieved a minimum of BBBC/Distinction in 4 AS/Certificate Levels Taken in 2016/17 (this will not, however, apply to A Level Economists adding 'Double Option' A Level Business to their programme of study, separate criteria apply for this course).
- 3 **Adjusting** your programme.
  - This could mean adding a new academic course at A Level or AS/Certificate Level to at least 3 of the subjects you would like to continue with to A Level/Extended Certificate. A new A Level accelerated option is available:
    - A Level Business – for Economics students (3 periods per week)
    - A Level Business – for all other students (8 periods per week)

This will also involve attending some teaching classes in June/July and also completion of some work over the summer vacation period and the first few days of Autumn term.

#### Or

- **Adding a new and related AS/Certificate subject\*** - taught in either 'normal' groups of predominately year 1 students involving 7 periods a week of study (including AS Italian or AS Spanish for those that have completed the GCSE) or in a 'Double Option' group (including Criminology, Sculpture and World Development) which normally involve between 3 and 4 periods per week. (See the notes on pages 4 and 5 re 'Double options' and 'One year A and AS Level courses for Year 2 Students' for details).

*\*Please note that each AS/Certificate course has specific entry requirements (e.g. a minimum of a grade B in GCSE English and/or grade C in GCSE Mathematics is needed in order to study AS Business). A summary of 'Double Option' courses is on pages 4 and 5 and Subject Information Sheets for all 'normal' AS Levels can be obtained from the College website under [www.colchsfc.ac.uk/courses](http://www.colchsfc.ac.uk/courses).*

#### Or

- **Adding a key 'Re-sit' GCSE** to achieve a grade C or above (for example GCSE Mathematics or GCSE English Language) or, for a good linguist, a **Specialist GCSE in Italian or Spanish**. This is demanding and requires successful completion of a GCSE Modern Foreign Language course normally designed for study over at least two academic years in just two and a half terms. i.e. on a 'fast track' basis.

Students should be aware that all the A Level/Extended Certificate assessments are designed to be more demanding than AS/Certificate level and students are likely to have an increased workload in most subjects at A Level/Extended Certificate level.

There is no general requirement to take an Additional Studies Course in year 2, although A Level Music students are required to continue with a practical music activity and A Level Sport and PE students are expected to continue to participate in a sports leadership or a sporting activity.

Please note that the College will use student choices submitted in January 2017 to plan the curriculum provision for 2017/18 academic year. As such, students should indicate the subjects they are more likely to want to study. If a student fails to indicate an intention to study a specific subject at this time it may not be possible to opt for it at a later date. It is therefore very important that students consider their year 2 choices carefully at this stage.

**Students finally choosing to follow 4 academic courses at A Level in late August at Enrolment are then expected to complete and take examinations in all 4 of the courses.**

### **Students wishing to apply for Specific Higher Education courses**

Students should check specific University entrance requirements very carefully before finalising year 2 choices. For example a degree in Primary Education and Teaching requires GCSE passes at C or above in English Language and Mathematics and Science and an A Level pass in a National Curriculum subject. Students may need to research requirements, or contact Universities directly, or speak to a member of the College Careers Department to seek guidance.

### **'DOUBLE OPTIONS' FOR 2017/18 (These courses may start in June)**

'Double Options' are AS Levels or A Levels which allow students studying a particular subject at the College to obtain a further AS or A Level in a subject closely related to one of their A Levels. These courses are only available as a 4<sup>th</sup> (or even 5<sup>th</sup>) course choice. They are generally taught for between two and four periods per week, although there are exceptions. The following 'Double Option' courses are available for 2016/17. The courses will generally start in June:

- **A Level Business 'Double Option' for A Level Economists – 3 periods per week.** This enables students who are studying A Level Economics to also study for an A Level in Business. Students are admitted to the course on the recommendation of the Economics staff and in general, achievement of a grade C or above in AS Economics is required.
- **AS Level Further Mathematics 'Double Option' for A Level Maths students – 7 periods per week.** This course is designed for high ability AS Level Mathematicians who expect to gain an A or B grade in AS Level Mathematics. They will study S2 option in A Level Maths, and will add FP1, M1 and D1 units for AS Further Maths.
- **AS Level Sculpture 'Double Option' for A Level Art and Design Students – 4 periods per week.** This course is designed for A Level Fine Art (Art and Design) students who would like to develop their skills within 3D (Ceramics, Jewellery/Body Adornment and Sculpture). Students will initially explore a theme set by the tutor developing their visual research within a variety of sculptural media including ceramics, wire, card, mixed media and plaster. After the initial tutor led introduction and technical workshops the students will develop their own ideas within their areas of interest creating a body of work that will add breadth to their portfolio while fulfilling the AS assessment criteria. The course will be delivered as a double option in 4 periods a week (two double periods). Minimum entry requirement is a grade C in AS Fine Art and also a GCSE grade C in English Language as there is a written element.
- **AS Level World Development for A Level Geography or Economics or Sociology or Politics Students – 4 periods per week.** The course focuses on issues of human geography and international development. Entry requirements – a C grade in a relevant AS Level subject.
- **Level 3 Certificate in Criminology 'Double Option' for A Level Psychology Students – 3 periods per week.** This course is designed for A Level Psychology students who would like to extend their knowledge within the area of criminology. Students will be introduced to Criminological Theories. At the end of the course

students will have gained the skills to evaluate some criminological theories and know there are debates within the different theories. They will understand how changes in criminological theory have influenced policy. Students will also have gained the skills to apply the theories to a specific crime or criminal in order to understand both the behaviour and the theory, and to make recommendations to changes in policy suitable for dealing with criminality. The course is accredited through WJEC, it will be delivered as a double option in 3 periods per week. Minimum entry requirements are a grade B in AS Psychology. The qualification has the equivalence of an AS Level (as determined by the Department for Education).

**ONE YEAR A LEVEL COURSE SPECIFICALLY DESIGNED FOR YEAR 2 STUDENTS FOR 2017/18 (separate 'Year 2 only groups'). This course will start in June:**

- **A Level Business - 8 periods per week.** An 'accelerated' A Level course available to all year two students. The minimum entry requirements are a grade B in GCSE Maths and/or GCSE English and a grade D in a predominately written AS level if a B in GCSE English has not been achieved. In addition, students will need to have either AS Level passes in two national curriculum subjects or have an average GCSE score of at least 5.5 points. Students will be expected to attend the lessons which will commence for this accelerated A Level course in the June/July period.

**Extended Project Qualification (EPQ) – Current information**

The Extended Project Qualification is equivalent to 'half an A Level' i.e. it is assessed at A Level standard and carries AS level equivalent UCAS points. An A\* grade can therefore be achieved. It is highly regarded by Universities and employers as it provides evidence that students can work independently.

The qualification enables students to choose their own 'topic' to research and requires them to produce an appropriate outcome which could be in any one of a number of forms, for example a written report, a performance, a piece of art, a community project, a CD or DVD or a piece of computer software. However, of more importance than the final product, is the process: from initial choice of topic, through the planning and research stage, to the production phase and an on-going evaluation of the decisions which have been made. Students will be timetabled for two periods a week and will be assigned a 'supervisor' who will meet with them on a regular basis to offer advice as well as monitor progress.

There will be a number of ways of gaining the qualification. For some students a 'Generic EPQ' opportunity will start in June after AS study leave and it will be important that they attend regular preparation sessions at the end of the summer period. It is envisaged that students will complete a significant part of their research during the summer vacation and that the project will be completed during the Autumn Term of Year 2. Some Pre-Clinical and Pre-Teaching students are likely to complete EPQs in the June – Autumn period and other students will complete the Extended Project Qualification as an element of other courses or in a number of subject areas, these will be EPQ Extension opportunity. These include English, Creative Writing, Computer Modelling/ICT/Computing, Dance, Drama/Performance, Physics, Modern Foreign Languages and Textiles (see page 6 for full list). Other subjects may offer this and this will be made clear in June. Students can only complete one EPQ in their sixth form studies. The current list of EPQs and their respective codes is attached:

**EPQ courses for 2017/18 academic year**

Category	EPQ Course / Route	Open to:	Staff Supervisors (supervise and mark work)	codes
A 'free choice' of topic for second years with motivation	GENERAL (inc. some 'medics' and 'teachers')	2 <sup>nd</sup> years	Emily Cheffins + JH, AF, SF	EXPR
Second years building on skills / interests from Additional Studies pursued in first year	CREATIVE WRITING	2 <sup>nd</sup> years	Tony Garland	EXPW
-II-	ART (PRE-FOUNDATION)	2 <sup>nd</sup> years	Harvey Taylor	EXPA
-II-	DANCE (EXTENSION)	2 <sup>nd</sup> Years	Sarah Pritchard	EXPD
-II-	DRAMA / PERFORMANCE (EXTENSION)	2 <sup>nd</sup> Years	Diane Johnston	EXPP
-II-	ENGLISH (EXTENSION)	2 <sup>nd</sup> Years	Tony Garland	EXPE
-II-	3D Modelling /COMPUTING/IT (EXTENSION)	2 <sup>nd</sup> years	Neil Southin	EXPK
-II-	PHYSICS (EXTENSION)	2 <sup>nd</sup> years	Elaine O'Brien	EXPX
-II-	HISTORY (inc. Military) (EXTENSION)	2 <sup>nd</sup> years	Adam Bantick	EXPH
-II-	TEXTILES (EXTENSION)	2 <sup>nd</sup> years	Rosemary Brambley	EXPT
-II-	HEALTH/MEDICINE	2 <sup>nd</sup> years	Andrew Hathaway/Emma Cresswell-Maynard	EXPI
-II-	MODERN FOREIGN LANGUAGE	2 <sup>nd</sup> years	Sandrine Le Galleze	EXPL
-II-	MUSIC TECHNOLOGY (EXTENSION)	2 <sup>nd</sup> years	Daniel Plewinski	EXPQ
-II-	ATHROPOLOGY	2 <sup>nd</sup> years	Laura Pountney	EXPY