

# HOW TO CONTACT US

Phone or come to Main Reception where we will be happy to help.

[guidanceteam@lincolncollege.ac.uk](mailto:guidanceteam@lincolncollege.ac.uk)

Lincoln College | (01522) 876000  
Main Reception | Monks Road | Lincoln | LN2 5HQ

Gainsborough College | (01427) 617471  
Main Reception | Acland Street | Gainsborough | DN21 2LG

Main Reception | Newark College | (01636) 680680  
Friary Road | Newark | NG24 1PB

[www.lincolncollege.ac.uk](http://www.lincolncollege.ac.uk)

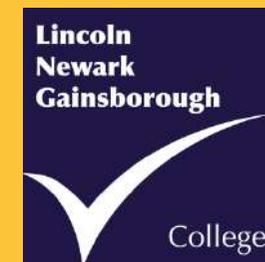
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We are committed to promoting equality of opportunity and combating unlawful discrimination of any kind.

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# CAREERS INFORMATION, ADVICE AND GUIDANCE FOR STUDENTS



## Not sure what to do when you finish your course?

### Know what you want to do but need guidance on how to get there?

We can help you to:-

- identify your skills, aptitudes and strengths
- research opportunities
- decide which career opportunities suit you best
- plan how to get where you want to be.

## Thinking about more study?

We will help you to find out about:-

- courses and qualifications you could take
- when courses start
- what opportunities they could lead to
- whether you might be able to study free or be eligible for financial help through government policy or College funds.

## Thinking of getting into work?

We can help you with:-

- CV writing
- job search skills and job applications
- researching labour market information
- writing covering letters and emails
- interview skills
- finding out about volunteering.

## Thinking about university?

We can help you to:-

- research courses, universities and career routes
- decide which course and university will lead you to your chosen career route
- complete your UCAS Application and Personal Statement
- find out about Higher Education Funding
- find out about university open days.

## Careers resources

- The careers zone in the Library contains a wide range of resources to support you in all aspects of your career planning and progression
- You will also find a wealth of useful information links on the Guidance Team Moodle pages.

Home Make an appointment moodle

### Careers Guidance Team

Confidential and impartial careers information, advice and guidance from our dedicated team. matrix

**Career Planning and Job Search**  
CV, Covering letter, Job Interview, Job Profile.

**Going to University**  
UCAS help, Personal statement, Student Loans.

**Welfare Team Financial Support Information**  
16-18 and 19+ funding, 19+ Advanced Learner Loan.

**Alternatives to University**  
Volunteering, Gap year, Traineeship.

**Apprenticeships**  
Work and earn while you learn.

**HE Graduates**  
Graduate jobs, Post graduate education.

# Career Coach

Meet the Team LifeSkills Created with BARCLAYS Job Match National Careers Service Library

## Does it sound like we can help you?

### Why not book an appointment.

What you can expect:

- an impartial and confidential appointment lasting a minimum of 30 minutes
- an opportunity for you to tell us what you want to get from your appointment
- a written action plan, which will help you focus on what you need to do next
- more opportunities as you need them for ongoing support.