



Ayrshire  
College 

Interview  
Preparation



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## INTERVIEWS

As part of the application process for the school-college partnership courses, all applicants will be invited along to the college for an interview. Interviews for the school-college programmes take place in April. All students will receive an interview letter/email from the college to advise the date and time of their interview.

We have a very high number of pupils to interview over this period and in order to complete these before exam leave, rescheduling interviews may not be possible. If you aren't able to attend the interview date you are given then this could result in losing a place on the course due to the course being full.

## INTERVIEW TIPS

### Do

- Pick a course that you are genuinely interested in
- Read the interview format which will be sent out with your interview letter
- Make sure you engage with any activities
- Research the course, progression opportunities and job opportunities
- Dress smart
- Think about what type of questions you may be asked
- Be enthusiastic, polite and respectful
- Bring a pen or pencil

### Don't

- Answer "don't know" to questions
- Get distracted during the interview
- Seem uninterested in the course or the interview
- Sit with your mobile phone out – make sure it is switched off and out of sight
- Be late!



## TYPES OF INTERVIEW

### Group Interviews

- Usually between 10 and 20 people
- Can last between 1 and 2 hours
- Will show how well students work in a team/group

### One to one interviews

- An informal chat between the student and the interviewer
- Usually last around 10-15 minutes

## STRUCTURE OF INTERVIEW

For every school-college partnership course we have developed an interview structure. The interview structure will let you know which campus the interview will be held and who will be interviewing you (the interviewer) It will also let you know whether it will be a group interview or a one to one interview. It lets you know what will happen during the interview and if you need to bring anything along with you.

Below is more detailed information on what may happen during the interview:

### Curriculum Presentation

The interviewer will give a presentation which will give more detail about the course, what units/subjects you will be studying and possible progression routes/job opportunities. You should try and ask questions if given the opportunity as this will show you have a keen interest in the course.

### One to one interview

A one to one interview will consist of a series of questions which the interviewer will use to make sure the course is right for you. You should be prepared to answer questions on why you would like to do the course, if you have any hobbies that may relate to the course and what your plans may be for after the course.

### Aptitude Test

An aptitude test is a written test consisting of a series of questions which are designed to make sure the course is suitable for you. It will assess your logical reasoning and thinking processes.

- Engineering – Questions may consist of identifying shapes, reading and converting measurements, fractions, percentages, formulas, equations and answering questions relating to a specific reading passage.
- Motor Vehicle – Questions may consist of weights, fractions and kogs.
- Construction – Multiple choice questions based on identifying equipment, tools and types of PPE along with some health and safety questions.

### Group Exercise

If a group exercise is part of the interview, students may be split into smaller groups within the interview. You should be prepared to work with people you may not know. The task may consist of working together to answer a question(s) or come up with different ideas/solutions to a specific task.

During a group task you will be judged on how well you contribute to discussions. You should show engagement, enthusiasm and respect at all times during the task. Doing some research about the area would really help to develop your knowledge of the subject area.



### Written Task

The interviewer may ask you to answer written questions about yourself to make sure you're suitable for the course. Questions may include – Why have you applied for this course? Do you have any hobbies or experience relating to this area? Where do you see yourself progressing after the course?



You should answer all questions as fully as possible and try and give more than just one sentence for each question. Try and expand the answers, instead of just writing "I've always wanted to work in this area", justify your answer and add in why you've always wanted to work in that area.

### Skills Assessment

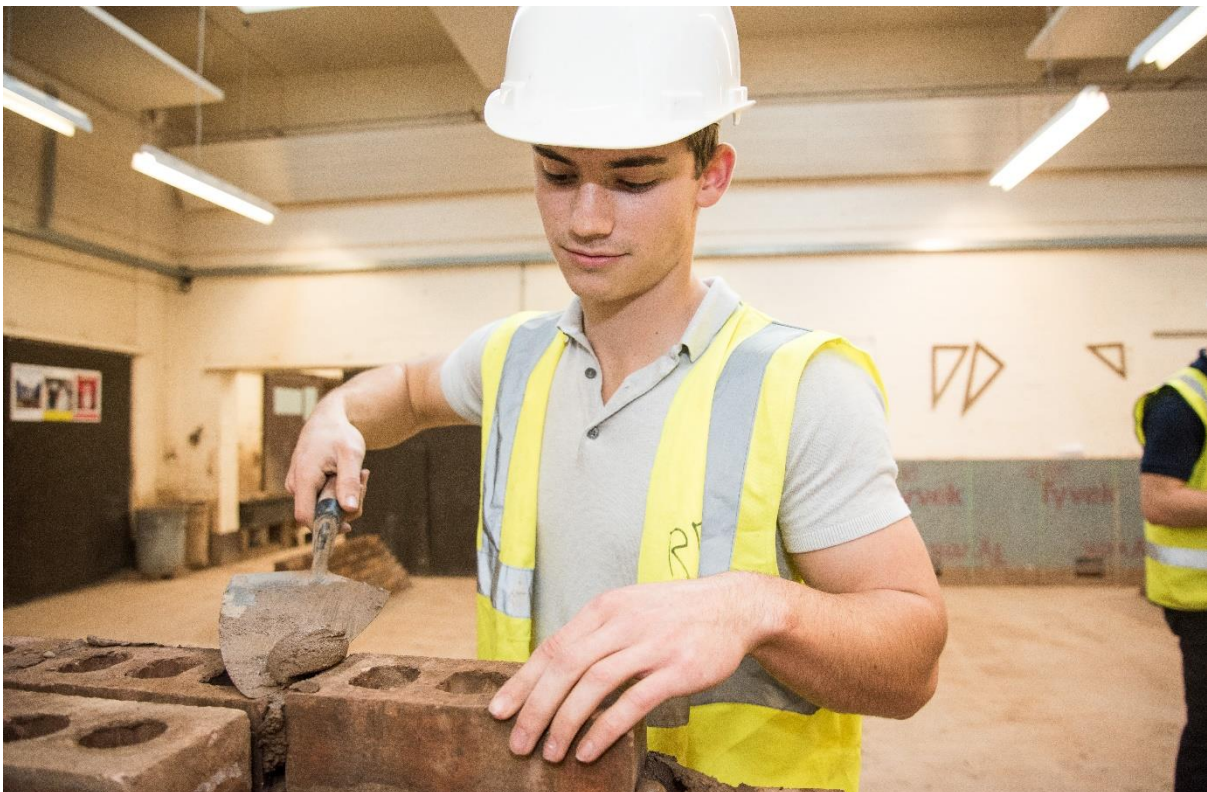
A skills assessment will assess your practical ability to ensure you are at the right level for the course and have the skills required to be successful in the course. Examples of a skills assessment would be assessing your sporting ability if applying for a sports course, or assessing your hand skills if applying for a woodwork course.



### **BENEFITS OF SCHOOL-COLLEGE COURSES**

- Provides recognisable transferable skills whatever you decide to progress with.
- Gives you experience of an interview
- Meeting new people of a similar age from other schools
- Allows you to get a taster of college before leaving school
- Reference from a subject specialist
- Practical courses that are not available at school
- Use of college facilities (salon, gym, restaurant)

- Student card
- Use of Learning Resource Centre



### CAN'T ATTEND YOUR INTERVIEW?

If for any reason you cannot attend your interview you should let your school know as soon as possible. We will try our best to rearrange however as we only have a very short time to interview the large volume of applicants, this may not be possible due to course being full. If courses do not fill after the April interviews then further interviews will be held in June.

Your school will know the dates of the interview at the time you are applying online. Please check with your guidance teacher the dates of the interview to make sure you can attend an interview at this time.

There are many courses available as part of the school-college programme. If you miss out on the opportunity to be interviewed for your first choice and the course fills after the initial interviews, there may be other courses available which you may be interested in. You can apply online for these courses to be interviewed in June. Your guidance teacher will be notified of courses which have spaces after the April interviews.



## INTERVIEW OUTCOMES EXPLAINED

There are different outcomes which you may receive after attending your interview, these are explained below in more detail.

### Unconditional Offer

An unconditional offer means you have a definite secured place on the course. If you receive an unconditional offer you should contact the college to confirm whether you would like to accept or not.

### Conditional Offer

A conditional offer means you have a place on the course providing you meet the conditions which will be detailed in your letter/email. Examples of conditions may be; passing specific subjects in school, providing a suitable reference etc.

If your conditions are passing subjects in school, you may not find out until August but you should still attend the induction period in June.



### Waiting List

If you are placed on the waiting list this means that there are no spaces available at this time but if a space becomes available it could be offered to you. If at any time you decide you no longer wish to be on the waiting list please let your guidance teacher know.

### Unsuccessful

If, unfortunately, you have been unsuccessful at interview please don't let this put you off applying for any courses in future, whether this be school-college courses or full-time courses.

Every school student across East, North and South Ayrshire are eligible to apply for school-college courses. Application numbers can be very high and unfortunately spaces can be very limited. Feedback can be provided upon request for any student who has been unsuccessful.

There may be other school-college courses which you may be interested in which still have spaces available

## IF SUCCESSFUL AT INTERVIEW

You will be notified by letter/email of the outcome of your interview and your school will also be notified. If you have been successful in your interview and have been offered a place you will begin your course in June for a 2 week induction period then return again in August, the same week you are back at school. Please confirm if you wish to accept your place either online, by notifying your guidance teacher or by contacting the college directly.

## SUPPORT AT INTERVIEW

If you have any additional support needs or if you are anxious about attending your interview our inclusive learning team could provide support if required. There is an option on the application form to tick if you require support for interview. A member of the inclusive learning team will then contact you directly to find out exactly what kind of support you may require, examples of support which could be offered are mentioned below:

- Scribe/reader
- Pastoral support if anxious

- IT/Laptop provided

It may also be possible for you to attend college for a visit prior to your interview where someone can meet you and have a chat and give you a tour of the building. If this is something you may be interested in please contact your guidance teacher

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