



Top tips for apprenticeship applicants

Apply early

Apprenticeships don't have standardised deadlines like universities so make sure you apply in plenty of time! Opportunities will be released throughout the year so apply when you see something you're interested in rather than waiting for something else to come up.

Register for alerts

You can register for email alerts for new apprenticeship vacancies, either through the government's Find an Apprenticeship service or with particular companies that you might like to work for. Check out their websites for more information!

Contact employers directly

There's no harm in putting out some feelers if you have a specific role or company in mind. Why not reach out to them and ask about when their apprenticeships will be going live, or to see whether they offer any work experience placements?

Practice writing CVs, Cover letters and application forms

Practice makes perfect! Write CVs, covering letters and practice answers for the sort of apprenticeship that you might be interested in – focus on skills and competencies, and think about what the employer is looking for. Ask your teachers and advisors to take a look for you and be open to constructive criticism to make your applications as good as they can be!

Research the industry and company

Make sure you have researched the industry you want to work in and how the company fit into it. Identify why you are interested in them in particular – are they environmentally friendly? Do they have similar values to you? Do they specialise in one particular area of interest?

Seek opportunities to develop new skills

When you're applying for an apprenticeship you need to make sure that you can show evidence of lots of skills that the employer would be interested in. It might not be that you can achieve this through school/college alone, but taking part in extra-curricular activities or part-time work (either paid or voluntary) can open lots of doors for you.

For team-working, try sport or music, or to build your communication skills find a debating club. It's always worth investing your time in yourself and the skills which will support you to reach your goals.