

**Guidance for completing your LeCAP form:  
Section C: Achievements and Activities and Section E: Reasons for your choices**

**Achievements and Activities**

Use this section to show what you are like as a person. Even if you don't get involved in many activities outside of school there are still lots of things you can put in this section. Most people have done something that shows initiative or responsibility. For example you will probably have done some work experience by the time you complete the form or have an interest you like to talk about; even if it's just the music you're into. It's also worth having a look through your progress file or record of achievement. You may have some entries you could use here.

Start off by thinking about:

- What do you enjoy doing?
- What are you proud of achieving?
- What do people say you are good at?
- What are your personal strengths; are you really organised or maybe you're good at coming up with new ideas?

You might also want to include things like:

- Any jobs, work experience or placements.
- Awards, qualifications, or certificates e.g. Duke of Edinburgh award or a music exam.
- Responsibilities in school
- Any voluntary, charity or community activities
- Responsibilities in the family
- Club membership
- Involvement in a Young Enterprise programme
- Sports and leisure activities
- Hobbies and creative interests

## **Reasons for your choices**

This is your chance to give your reasons for the courses/subjects or apprenticeship(s) you have chosen. You should talk about your abilities and interests and why you are suited to the courses you have chosen. It is also worth showing you have thought about why you want to go into further education or training.

Possible reasons for your choices might include:

- An occupation you are interested in
- Career aspirations/ ambitions
- Any educational goals/ interests
- University courses you want to enter
- Subjects you have enjoyed or are good at
- Some work experience or other activities you have taken part in

You may have already done some research into the courses or occupations, if you found out anything that makes you think you will do well at the courses/ training you have chosen mention it here.

If you're not sure which course or subjects you want to do make sure you state it here and it can be discussed at interview.