

Changes to LeCAP for Schools - Autumn 2009

Changes affecting students

Merging Apprenticeships with Full-time course Choices

1. Improvements to the CourseFinder site this September will enable FE colleges' Apprenticeships to be merged with their full-time courses. LeCAP will also merge the two sets of courses.
2. Students will use a single search and prioritising procedure covering both apprenticeships and full-time courses. They will be able to search for and select apprenticeships using the 'Type of course' filter. They will then be able to prioritise Apprenticeships along with their full-time course choices on a combined shortlist. The maximum of 6 courses per college can include a mix of Apprenticeships and other courses.
3. Students will no longer need to indicate their overall preference as this will be covered by their shortlist priorities.

Qualification levels

4. On the Qualifications page - students will be asked to indicate their overall academic level. This will be independent of their qualification list and grades but will help them and tutors to check that their choice of courses is appropriate for their expected level. On the shortlist page the level of each full-time course will be displayed.
5. All the pages on the form must now be completed before a student can send the form for checking.

Advice on shortlist

6. If a school or college has provided advice about course selection, links to these are given on the shortlist page. This can include explanations of the timetabled option blocks, particularly any compulsory courses. It can also be for implications of course priorities particularly for full-time vocational courses.
7. If a college or training provider has provided information about the help they can give in finding apprenticeship employment, links to these are given on the shortlist page.

Changes affecting teachers

Checking and submitting

8. Having input a reference the data will be saved when you click a link to any other form page.
9. Warning messages will be displayed when the qualifications page is locked.
10. If a school has blocked tutors from submitting, the coordinators can refer approved forms back to tutors or directly back to students for re-working.

Lists of students

11. The lists to print and spreadsheet lists of students' usernames and passwords will now include the tutor's name and can be sorted by tutor so that lists can be split into tutor groups.
12. The list of students displayed on the search page includes the date when their stage last changed. This will help you see if any form has sat a long time at any stage (e.g. waiting to be submitted).

New facilities

13. A College Demand report can be exported by school coordinators giving numbers of students from their school who have applied to each college or 6th form.
14. A student's tutor group can now be changed via the Edit User page.