



Into Insurance

Unlocking Opportunities

Application
Form 2020



Worshipful Company of Insurers
Charitable Trust

Into Insurance

Unlocking Opportunities

Successful candidates applying for grad and school leavers schemes across London all have one thing in common. They all demonstrate the right mix of attitude, aptitude and knowledge at key points of the recruitment process.

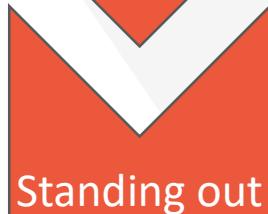
Into Insurance is a training course designed to help you illustrate the knowledge, preparation and behaviour organisations are looking for. Our trainers have used their experience in recruiting and managing graduate and school leaver schemes in the insurance industry to give you insider tips and advice to help you get ahead.

Course Overview

At the end of this interactive programme, you will gain the tools and knowledge to assist you in searching for and securing that first role that will see you start your career. The programme will cover the following:



- Roles to choose from in insurance.
- Understanding insurance job descriptions.
- Optimising your online job search.
- How to research organisations.
- Industry resources available and how you can use them.
- Industry overview and insurance jargon buster.



- Crafting a high impact CV and cover letter.
- Making the most of LinkedIn for job applications.
- Insider tips for interview preparation.
- Interviewers' toughest questions and how to answer them.
- How to impress at assessment days.



- Conquering your nerves and displaying confidence.
- First impressions.
- What to expect on your first-day at work.
- Positive probation period.
- Resilience for job seeking.

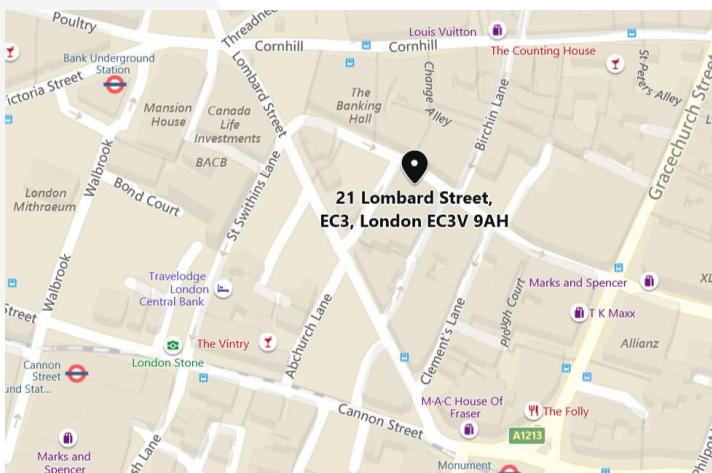
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A special event will take place at the end of the programme with industry professionals and recruiters enabling you to demonstrate the new skills you've learned and put them into practice. This even will provide you with some valuable contacts to help with your job search.

Location:

Chartered Insurance Institute, 1st Floor, 21 Lombard Street, London, EC3V 9AH



Into Insurance is a programme which takes place during school and university holidays. The 2020 Into Insurance Programmes will run on the following dates:

- Monday 27th July to Thursday 30th July 2020 - 10am to 1pm (Via Zoom Call)
- Monday 24th August to Thursday 27th August 2020- 10am to 1pm (Via Zoom Call)
- Monday 26th October to Wednesday 28th October 2020 - 10am to 4pm
(5pm on final day)

Delegates accepted onto the programme must commit to attending every day of the programme.

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Is the programme right for me?

You can apply for the programme if you are:

- ✓ In Year 12 or 13 at school and actively looking to apply for entry level roles or apprenticeship programmes on finishing school.
- ✓ In the penultimate or final year of a UK university and actively looking to apply for entry level roles or graduate programmes.
- ✓ Left a UK school or university in the last year and have been actively seeking employment without success.
- ✓ Able to demonstrate a keen interest in working within the insurance market.
- ✓ Able to commit to attending all three days of the Into Insurance programme.

Application criteria:

In order to be accepted onto the programme you must have attended a UK state school where no fees were paid towards your education. In addition, when over-subscribed priority will be given to those applicants who meet one of the following criteria:

- ✓ Due to family financial circumstances, you have received or were eligible for free school meals within the last 6 years of your secondary education.
- ✓ You are the first generation in your family to have attended a UK university

* Please note that the programme itself will be fully funded and refreshments provided.

Reasonable travel costs will be reimbursed to a limit of £50.



Application Form

Please complete the application form either in typed format or clear writing to info@intoinsurance.co.uk. We recommended you apply as soon as possible as applications may close early once the spaces have been filled.

Personal Details:

Name:

Email address:

Contact telephone number:

Please tick this box if you will be under 18 years old at the time of the course**

** Applicants who are under 18 must gain consent from a parent or legal guardian to attend the programme

Education

Name of secondary school attended:

Name of college attended (if applicable):

Name of UK university attended (if applicable):

A Levels subjects (or equivalent):

Degree subject (if relevant):

Other vocational or professional subjects (if relevant):

Please email a scanned copy or photo of the two application form pages (and the parent/legal guardian consent page if appropriate) along with a description demonstrating your interest in working in the insurance industry and how you feel this course would benefit you (no more than 150 words).

Application Form

Criteria Confirmation:

I confirm that I would like to apply for a fully funded place on the programme and meet the following criteria (please tick which apply):

- I am the first generation in family to have attended a UK university.
- I am in Year 12 or 13 and actively looking to apply for entry level roles.
- I am in my penultimate or final year of a UK university and actively looking for employment.
- I left a UK school or UK university in the last year and have been actively seeking employment without success.
- I attend or attended a UK state school and no fees have been paid towards my education.
- I have received free school meals within the last 6 years of my secondary education.

Course Dates to be Booked:

Mon 27th Jul to Thurs 30th Jul 2020

Mon 26th Oct to Wed 28th Oct 2020

Mon 24th Aug to Thurs 27th Aug 2020

For individuals who will be under 18 years old at the time of the programme, please complete the parent/legal guardian consent form below and return it with your application form. Please ensure you complete the form in typed format or clear writing.

Please indicate how you heard of the Into Insurance Programme:

The Brokerage: CII Aspire: Other: (please state)

I confirm that all information given on this form is true at the time of application and that any false information given will result in my application being disqualified from the process.

Signature:**Date:**

Please tick this box if you would like Get Going Careers Ltd to inform you of any future training and coaching events.

On successful completion of the programme, I agree that my contact details and CV can be passed onto sponsoring organisations for the purpose of possible employment or work placement opportunities.

Parent/Legal Guardian Consent

Applicant Details:

- Name:
 - DOB: Age as of course dates applied for:

Parent/Legal Guardian Details:

- Name:
 - Relationship to applicant:
 - Email address:
 - Home address:
 - Contact telephone number 1:
 - Contact telephone number 2:

Parent/Legal Guardian Consent – Permission to Attend the Into Insurance Programme (delivered by Get Going Careers Ltd).

Get Going Careers Ltd requires students who will be under the age of 18 years at the start of a training or coaching programme, the written permission of their parent or legal guardian to attend the programme or course.

On successful offer of a place on the programme Get Going Careers Ltd will gather the appropriate medical and emergency information from the parent/legal guardian to ensure delegate welfare whilst on the venue/premises of the programme.

Parent/Legal Guardian

I consent to my child attending the Into Insurance programme, delivered by Get Going Careers Ltd. I understand that Get Going Careers Ltd cannot be held responsible for delegate welfare whilst not on the venue/premises of the training programme (for example travelling to and from the venue). I confirm that I have been advised to make appropriate arrangements to ensure the safety of my child during such periods.

Signed (Parent/Legal Guardian):

Print Name:

Date: