University/ Higher Education PEP
(Personal Education Plan)

Student’s name _____________________

Date: ___________

University/ College .................................................................
Course.................................................................................
Local Authority.....................................................................
Year..............

Next PEP date.........................

People Attending

<table>
<thead>
<tr>
<th>Name</th>
<th>Tel no</th>
<th>Email address</th>
</tr>
</thead>
<tbody>
<tr>
<td>HEI (Higher Education Institution) named contact</td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEI Personal tutor</td>
<td></td>
<td></td>
</tr>
<tr>
<td>16+</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Virtual School for LAC</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Carer</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Connexions/Career</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other (include role)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other (include role)</td>
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</tbody>
</table>

Apologies ..............................................................................

I consent to the Virtual School retaining an electronic/paper copy of this PEP and for my personal data to be processed in order to provide me with a financial, practical and personal support service. I understand that any personal information will be processed by Dudley MBC and the University in accordance with the requirements of the Data Protection Act.

Student Signature...............................
### Section 2 (to be completed by the student)

#### Student information

<table>
<thead>
<tr>
<th>Name</th>
<th>DOB</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address (home)</td>
<td>Telephone no</td>
</tr>
<tr>
<td></td>
<td>Mobile no</td>
</tr>
<tr>
<td></td>
<td>Named worker at 16+</td>
</tr>
<tr>
<td>Contact no</td>
<td></td>
</tr>
</tbody>
</table>

- Do you have term time accommodation? (37 weeks) **Yes / No**
- Do you have year round accommodation? (52 weeks) **Yes / No**

#### Lifestyle

- Do you have a part time job/ volunteer work? .................................................................
  - Would you like some? ............................................................................................................
- Opinion of course/ induction ................................................................................................
- What social activities/ clubs are you involved in? .............................................................
- Do you have your own laptop/computer with internet access? ...............................................
  - With relevant software? ...................... Do you need any further IT support? **Yes / No**
  - If yes ........................................................................................................................................
- Have you had a careers interview? ............... Date ............................................................
  - Name of careers advisor ...................... Long term plan ..................................................
- Are there any barriers to your learning? ..................................................................................
  - Do you require any additional learning or student support? eg coursework planning and deadlines, career advice, interview planning/practice, work experience, financial planning, counselling etc 
  - ................................................................................................................................................
  - ................................................................................................................................................
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  - ................................................................................................................................................
Section 3 (to be completed by University)

Qualifications/ Certification (attach as appropriate)

………………………………………………………………………………………………………………………………………
………………………………………………………………………………………………………………………………………
………………………………………………………………………………………………………………………………………

Review (to include as appropriate)

- Targets/ action from previous PEP……………………………………………………………………………………
   ………………………………………………………………………………………………………………………………………
   ………………………………………………………………………………………………………………………………………

- Educational progress……………………………………………………………………………………………………
   ………………………………………………………………………………………………………………………………………
   ………………………………………………………………………………………………………………………………………

- Health/ attendance issues (registration with GP/ dentist).…………………………………………………………
   ………………………………………………………………………………………………………………………………………
   ………………………………………………………………………………………………………………………………………

- Additional needs/ worries/ concerns……………………………………………………………………………………
   ………………………………………………………………………………………………………………………………………
   ………………………………………………………………………………………………………………………………………

- Resources for course
  - Travel …………………………………………………………………………………………………………………
    ………………………………………………………………………………………………………………………………………
    ………………………………………………………………………………………………………………………………………
  - Finance (bank account, bursaries)……………………………………………………………………………………
    ………………………………………………………………………………………………………………………………………
    ………………………………………………………………………………………………………………………………………
  - Accommodation……………………………………………………………………………………………………
    ………………………………………………………………………………………………………………………………………
    ………………………………………………………………………………………………………………………………………
Agreed action on areas for support

<table>
<thead>
<tr>
<th>Targets/ action to be taken</th>
<th>Action by whom</th>
<th>Timescale</th>
</tr>
</thead>
</table>

Useful websites
- www.dudley.gov.uk/LACES (Virtual School for Looked After Children)
- www.ucas.ac.uk
- www.slc.co.uk (Student Loans Company)

Supported by