

IO2: Examples of countries used in the transitions from school to training and work

Title of the tool	Job Application Centre
Aim of the tool	Support in finding and obtaining internships and apprenticeships
Method of delivery	<input checked="" type="checkbox"/> face to face <input type="checkbox"/> virtual <input type="checkbox"/> blended <input type="checkbox"/> hybrid
	<input type="checkbox"/> in class <input checked="" type="checkbox"/> outside of school <input type="checkbox"/> in company
	<input checked="" type="checkbox"/> Individual <input checked="" type="checkbox"/> group (please indicate group size: 2-4 students) <input type="checkbox"/> self-learning
Duration	ongoing
Dimension	<input checked="" type="checkbox"/> Local <input type="checkbox"/> Regional <input type="checkbox"/> National <input type="checkbox"/> European <input type="checkbox"/> Worldwide (e.g. if free accessible via internet)
Users	<input type="checkbox"/> teachers / trainers <input checked="" type="checkbox"/> social workers / supporting persons <input type="checkbox"/> career counsellors <input type="checkbox"/> persons in companies (trainers, Human Resource ...) <input type="checkbox"/> other (please describe)
Target group (final beneficiaries)	<p>Students:</p> <input type="checkbox"/> at the transition from lower secondary school to high school <input type="checkbox"/> at transition to Vocational Education and Training (VET) <input checked="" type="checkbox"/> at transition from school to work <input type="checkbox"/> attending a transition programme (not at school anymore, but also taking part in a VET programme) <input type="checkbox"/> parents <input type="checkbox"/> others (please describe)

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Short description of the tool	Every Monday after the end of regular classes, pupils are given the opportunity to receive support alone or in small groups in finding and acquiring internships and apprenticeships. This begins with the orientation for suitable/preferred professions, continues with the search for concrete jobs and extends to the writing of application documents for a corresponding job. The extent of the support depends on the individual needs of the students.
Strong points	<ul style="list-style-type: none"> <li>• Individual focus on students</li> <li>• Short-term success stories</li> </ul>
Weak points	<ul style="list-style-type: none"> <li>• Only a limited number of students can be supervised and supported.</li> </ul>
License conditions	<input checked="" type="checkbox"/> Free to use (copyright or restricted) <input checked="" type="checkbox"/> Free of charge <input type="checkbox"/> With costs (how much)
Learning effects	<ul style="list-style-type: none"> <li>• Ability to independently search for internships and apprenticeships is strengthened</li> <li>• Skills in writing job applications</li> <li>• Self-efficacy</li> </ul>
In which context is it used till now? Options for transfer to career guidance and counselling	<ul style="list-style-type: none"> <li>• Linked to work skills lessons: in the search for work placements and writing applications</li> <li>• As a support to regular school consultation hours of the Employment Agency in the school for the transition to work.</li> </ul>
Website and contact	<a href="https://schuleamrathaus.de/berufsberatung-und-uebergangsbegleitung/">https://schuleamrathaus.de/berufsberatung-und-uebergangsbegleitung/</a> Morlin Lemm (+49 157 56529948; <a href="mailto:mlemm@gss-schulpartner.de">mlemm@gss-schulpartner.de</a> )