

## CCD WORKSHOP (GRADE XII)

(DRAFTING SQP'S, LOR'S , MAIL FOR INTERNSHIPS)

**Name of the Workshop-** DRAFTING SQP'S, LOR'S , MAIL FOR INTERNSHIPS

**Resource Person-** Mr. ANUJ BANSAL

**Date-** 11<sup>TH</sup> MAY 2022

**Duration-** 1 hour

**Venue-** School Auditorium



Career guidance plays a very important role in the lives of all individuals, as it helps in setting future goals and chooses careers.. When students have a clear understanding of the best career choices for them, end result is better planning, more college enrollments, and a more productive society for the future. When it comes to career aspects, Studying abroad is an opportunity that many students wish to take part after their school.

Keeping in mind this idea a workshop A CCD Workshop on DRAFTING SQP'S, LOR'S , MAIL FOR INTERNSHIPS was organised by J M International School, Dwarka for the students of classes XII on may 11th 2022. It was conducted by Mr.Anuj Bansal,

It was an interactive session to unearth their most relevant achievements, experiences, learnings, challenges overcome and equip them to compose their own personal story.

The important points highlighted were:

- important dates/deadlines for submission of application forms
- exams to be given/ mandatory requirement (SAT) and English proficiency test
- scores of grade 9 to 12 (mid term exam) is taken into account
- Certificates for school activities/national and international; events
- SOP is considered as important a document as academic background of the student. Some colleges give SOP greater weightage than the academic background due to their policy of selecting candidates who have a well-rounded profile.
- SOP should be written by the student in their own words and at minimum needs to include their reasons for choosing a University/ College and Course, their suitability for it, their interests, career objectives and educational background.

- Some colleges use a few short questions to gather information from students on their life experiences, successes, challenges faced, learnings etc. instead of calling it an SOP.
- Irrespective of the format, SOP needs to be genuine and authentic. Key is to ensure that it is written by the students in their own words and it covers all relevant details of their life journey, learnings, interests and objectives.

Session was very interactive. Students gained a lot from this session. The recourse person patiently resolved all the queries of the students.