

**Aimhigher Surrey
Identification of The Aimhigher Cohort**

Stage One	Initial identification using school/college records	<ol style="list-style-type: none"> 1. Check the MidYas scores. Aimhigher students should have a profile for 100 and above 2. Look at the Free School Meals Register 3. Find out who received the EMA (Educational Maintenance Allowance for 16 years plus). 4. Post 16 GSCE/Btec results at an adequate level to be able to progress
Stage Two	<p>Make out a list of students who meet the criteria from Stage One.</p> <p>Hold a Meeting with students</p> <p>Distribute the Aimhigher Surrey Consent Form with the Parent/Carer Information leaflet to explain why the student has been selected to take part in Aimhigher.</p>	Invite students to an initial meeting. Explain the Aimhigher programme and the need for Aimhigher Surrey to obtain information about their family history and background in relation to University and Higher Education.
Stage Three	<p>School/College collects Consent Forms or they are sent directly by Parent/Carer to Aimhigher Surrey (Freepost).</p> <p>Aimhigher students must be the first generation to go to higher education and the main wage earner will be within NS-SEC groups 4-7.</p>	Consent form information will determine the NS-SEC criteria and First Generation into HE Criteria. Information on the Consent Form will show whether the Student's parents have been to university, occupation of the main wage earner and social classification.
Stage Four	<p>Identification completed.</p> <p>If a student has been told they are going to participate in Aimhigher prior to final identification, the student can participate in the event but would not be likely to continue on the Aimhigher programme.</p>	Aimhigher Surrey office will confirm the HE and NS-SEC group. If the school/college believes there are good reasons to include the student in the Aimhigher programme although the student does not meet both elements of criteria, an appeal can be made directly to the Aimhigher Director.
Stage Five	Keeping records of the Aimhigher cohort updated	School/College Coordinators should update the cohort records to ensure that students are included in the programme as they progress and as their circumstances may change.