



CITY AND ISLINGTON  
COLLEGE

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Westminster  
Kingsway College

The College of  
Haringey, Enfield  
and North East London



Capital  
City  
College  
Training

# On Your Marks

Are you +19, have recently started your own business and already trading or ready to start trading?

Have you completed a Start Your Own Business Course and can you commit to 2 full days of a course?

Do you have access to the internet, then the "On Your Marks Course" is for you!

The "On Your Marks" programme provides students with an introductory knowledge and understanding of self-employment and the requirements for success. This course is a free, interactive, online course for adults who have a fully completed business plan, self-employed or about to become self-employed and would like additional support.

1-2-1 support will be provided to take your business to the next level. Over two days, you will cover a number of self-employment issues including everything from Confidence and Resilience on day 1 to Strategy and Structure on day 2.

Day 1: Confidence and Resilience - covering topics such as

- **Imposter Syndrome**
- **Developing good habits**
- **Self-care**
- **Coping with rejection**
- **Realistic expectations**

Day 2: Strategy and Structure:

- **Getting organised**
- **Action Plan**
- **Process**
- **Toolkit**
- **Access to Finance**
- **Tax and Registration**

Designed and delivered by entrepreneurs, this course provides the practical steps, advice and resources to help new businesses succeed.

## WHAT WILL I STUDY?

**Start Date: 16 April 2024**

**Day: Tuesday**

**Time: 18:00 - 21:00**

**Duration: 4 Weeks**

**Venue: Online**



Capital City  
College Group

[www.capitalccg.ac.uk](http://www.capitalccg.ac.uk)

- Business planning
- Self-employment knowledge
- Confidence building
- Strategy development
- Business structure
- Access to finance
- Tax and registration
- Business growth
- Digital literacy
- Practical steps for success
- Business growth

## WHAT WILL I NEED?

Please be prepared to provide your residency documents such as a passport, EU citizen ID card, UK Birth Certificate or Biometric Card. If you have been in the UK for less than 3 years or have entered the UK with a visa you will need to provide evidence that you are eligible to study in the UK - your visa, your biometric card that covers the duration of your course or any relevant home office documents to support your residency should all be provided. If you're an EU, EEA or Swiss citizen we will need to see evidence of 'Pre-Settled' or 'Settled-status' documents. Also for funding purposes we would need to see evidence of payslips if working (within the last 3 months). If you are receiving benefits (e.g JSA, ESA, Universal Credit (UC), Housing benefits etc. please provide evidence of this).

## WHAT CAN I DO AFTER?

You may progress on to further studies.

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