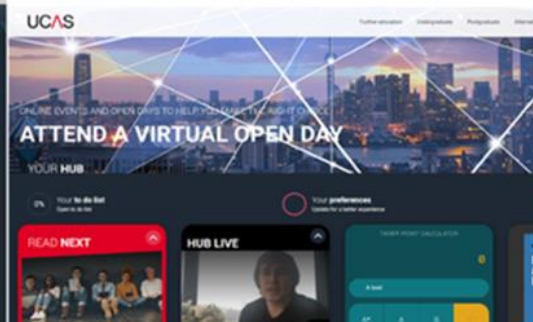
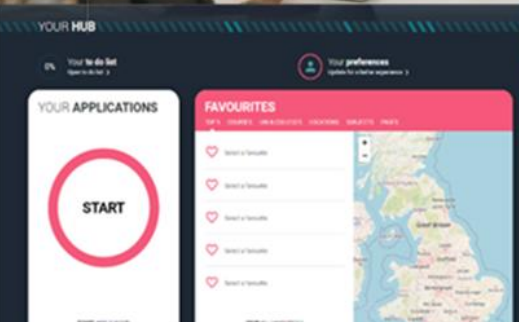
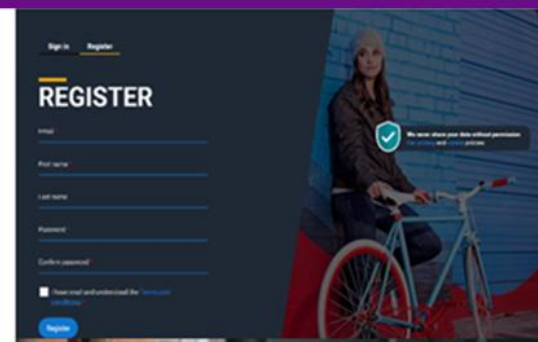




St. Crispin's Sixth Form

UCAS Information and Guidance





UCAS Support and Guidance Booklet

Please click on a link below to take you directly to the page of information you require. We highly recommend you read the entire booklet to gain an overview of the UCAS process.

- **St. Crispin's UCAS Timeline**
- **How to Register with UCAS**
- **Research**
- **Completing Your Application**
- **Writing UCAS Personal Statement**
 - **Examples of Skills to Evidence in your UCAS Personal Statement Based on Course Subject**
- **Recording Personal Statements On Unifrog**
- **Preparing for University Interviews**
- **Tracking your Application and Accepting Your Offers**
- **Guide to Clearing**
- **Student Finance**



St. Crispin's Sixth Form: UCAS Timeline

Research

Filter through courses and universities using www.unifrog.org

Speak to subject teachers, tutor and Sixth Form Leadership Team.

Attend Future Focus Day to learn more UCAS and hear from the University of Surrey.

Visit universities on their open days (*up to 3 visits permitted during school time*).

Apply

Register with UCAS Hub
(<https://www.ucas.com/dashboard#>)

- Explore careers, courses, subjects & universities
- Search for virtual tours and online events
- Speak to career, higher education, and application specialists by attending the Hub lives.

Complete your application:

- My Profile
- Choices
- Personal Statement
- Buzzword: **crispins25**

Approaching Your Personal Statement

1. Plan
2. Draft
3. Share draft with relevant subject teacher
4. Redraft
5. Share draft with tutor
6. Complete final edit

+ Use tutor sessions

+ Refer to this booklet

+ Attend workshops & enrichment days

Submit your application and **inform** tutor.

SIXTH FORM DEADLINES

- Music Conservatoire Candidates: **25th September 2024**
- Oxbridge/ Medicine/ Veterinary medicine/science/ Dentistry Candidates: **2nd October 2024**
- All Other Candidates: **4th November 2024**

Tutors **use** your personal statement and subject teacher references to **complete** references and so they have until **15th November 2024** to write them. The application is then sent to the Sixth Form Leadership Team who will check your application and your references.
It will then be sent to UCAS

Post-Submission

Attend any interviews you are invited to. **Receive offers** and **accept (firm and insurance choices) or decline** them.

- If all university decisions received by 1st May, accept or decline by 29th May 2025.

It is your responsibility to use UCAS Track to see your personal deadline to respond. Remember, your offers are held until your personal deadline. However, you might want to consider your options and respond asap in order to: firstly, make a decision and then divert your attention to achieving the qualifications you need; and secondly, allow you a greater chance of securing your preferred choice of student accommodation.

Following publication of your results in August:

- if you **achieved the entry requirements for your firm choice**, check your university place is **confirmed**;
- if you **exceed your entry requirements** and wish to change your course, **look for an alternative** using **Clearing**;
- or if you **did not meet the entry requirements**, use **Clearing** to **apply for more courses**.



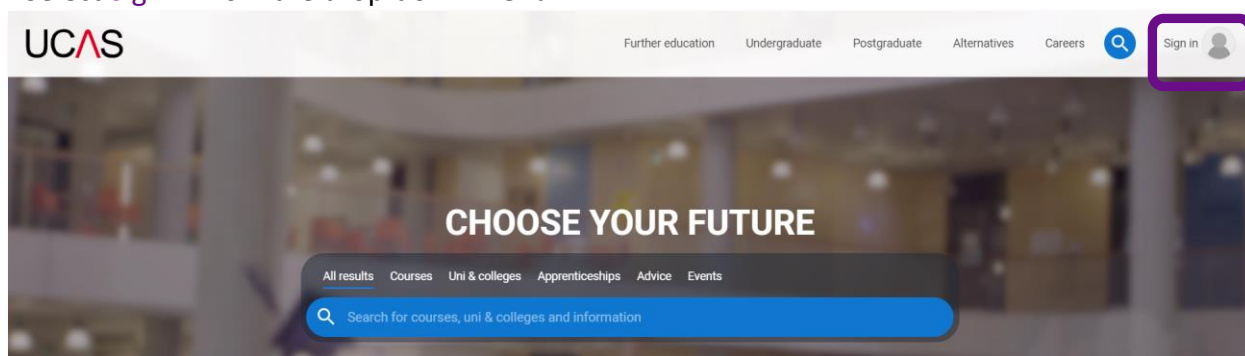
Register with UCAS

Registering with UCAS will allow you to:

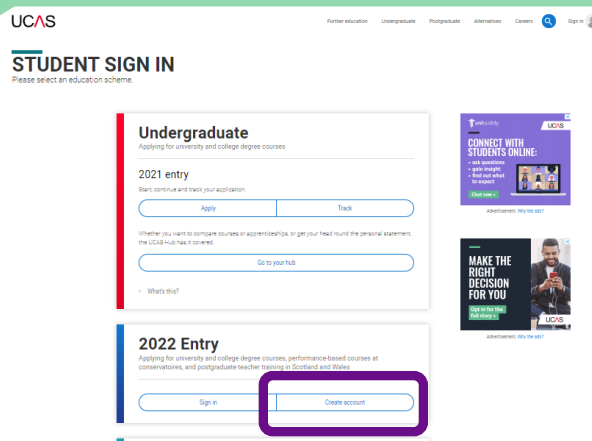
- Explore careers, subjects, universities and apprenticeships
- Find and favourite over 35,000 courses
- Search for virtual tours and online events
- Turn predicted grades into Tariff points
- Speak to those in the know using Unibuddy
- Speak to career, higher education, and application specialists by attending the Hub lives.
- Explore job profiles to discover different career roles and pathways.
- Start an application for 2025 entry (from May 2025)

How to Register:

- Head to ucas.com
- Select **Sign in** from the drop-down menu.

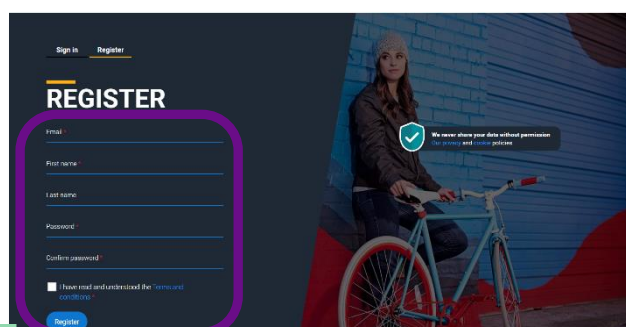


- Select students and **'Create account'** within the 2025-entry option



Complete the short form.

- Make sure the **password** is **memorable**.
- Please **use** your **personal email** address as UCAS may need to contact you once your school email account has been closed when you finish Year 13.





- UCAS will email you a code to verify your email address.

UCAS

The image shows two side-by-side screenshots from the UCAS website. The left screenshot is titled 'Email verification' and contains the following text: 'Hi, You now need to verify your email address. Please enter 647527 when prompted on the website. This verification code will expire after 5 minutes. Kind regards, UCAS'. The right screenshot is titled 'VERIFY YOUR ACCOUNT' and contains the text: 'An email has been sent to you on behalf of UCAS, with a code to verify your email address. Please enter the code below.' It features a 'Code' input field and a 'Verify' button. A purple box highlights the 'Verify' button.

- Once you have registered, UCAS will ask you a few questions like when you want to start studying, where you live and what you are interested in so they can tailor the information you see.
- Make sure you choose the correct study year (2025 if you want to start next year).

The image shows a blue screen with the text 'HI ROSE' and 'We've just got 4 steps to help you find all the right information.' Below this is a 'Next' button.

The image shows a blue screen titled 'In which year do you want to start your studies?'. It has four radio button options: 2025, 2024, 2023, and 2022. The 2025 option is selected and highlighted with a purple box.

- Choose the correct level of study:
Undergraduate
- You can choose to get information on apprenticeships and conservatoires here too.
- You can tell UCAS where you live so they can direct you to the right information.

The image shows a teal screen titled 'Select a level of study'. It has two radio button options: 'Undergraduate' (selected) and 'Postgraduate'. Below 'Undergraduate' is the text 'Uni and college degrees, and apprenticeships'. Below 'Postgraduate' is the text 'Returning to uni to continue study, or apprenticeships'.

The image shows a pink screen titled 'Where do you live?'. It has a radio button option for 'United Kingdom' and a text input field for 'Enter postcode'.

- Choose if you want to get tailored information about university, college and apprenticeship options.
- Select the subjects that you are interested in – you can change these at any point in your preferences.
- Then scroll right to the bottom to **create account**.

The image shows a dark blue screen titled 'Your preferences'. It has two sections. The first section is 'Stay up-to-date with unis, colleges, offers, and more' with a radio button option for 'Yes' (selected) and 'No'. The second section is 'Get great deals, offers, and freebies, including high street brands, tech, and travel.' with a radio button option for 'Yes' (selected) and 'No'. At the bottom, there is a green checkmark icon and a paragraph of text: 'Just as you know your data is safe with us, and we never pass your details to third parties for marketing purposes without your permission. You can change your mind and update your personal details and preferences at any time. For more information on how we treat your personal data, including how to opt out, take a look at our privacy policy.'

The image shows a dark blue screen titled 'Which subject(s) are you interested in studying?'. It has three sections, each with a dropdown menu: 'Subject 1 *', 'Subject 2', and 'Subject 3'. Each dropdown menu has the text 'Select an option'. At the bottom right, there is a 'Create account' button highlighted with a purple box.



Research

Before you make your application you will need to make some decisions about the courses you wish to study and where you wish to study. Take a look at this advice from PiXL Futures to help you start your research.

You can use the great tools on Unifrog and UCAS: to create shortlists; explore careers, subjects, universities; check out virtual tours and hear from current students.

What to Study



If you are a linguist who prefers language to literature, you do not want a course that's primarily the latter. If you are a historian who wants to specialise in just modern history, do be aware that in some courses that means starting in 1789, in others in 1485 and it can even be when the Romans left Britain. Do you want a sandwich course (i.e. one with placement in industry built into it)? Do you want a joint course? All of these options require consideration.



There are plenty of other considerations too. If you are not quite up to a degree or do not want to do three years, there are foundation courses and foundation degrees. For many engineering and finance courses there are possible sponsorship schemes and then there's the whole business of whether to have a gap year (a year off) before going to higher education and what to do with it. All of these need to be thought about in the next months and years. Advisers can only provide you with the information. It is up to you to process it all and make your own decisions. If there are any questions, do not hesitate to ask. As with everything else in life, there's not the time available to hesitate for long.



Talk to your teachers at school and get ideas from them. If there are former students from the school, who are up at university doing courses you think you would be interested in, arrange to be put in touch with them to see what they do at university. When you come to apply for university, admissions tutors will be very impressed if you can say that you have already looked over some first-year undergraduate work.



Above all, your research should show you whether your interest in a particular subject is great enough to want to study it to a much higher level. You may fancy Bournemouth because of the beach, Manchester because they're your favourite football team, or Loughborough because you have friends there. You can very quickly grow to dislike a place, however, if you do not like the course you are doing. It is very important therefore that you make sure you know what a course involves.

Where to Study

Once you have decided what you want to apply for, you need to compile a list of all the places that offer it. This may be a short list or turn out to be a very long one. You then proceed by a process of elimination. First cross out those places you just wouldn't want to go to, then introduce other criteria.

Would you prefer to go to or to avoid ... a big city? ... a campus site? ... London? ... the North? ... a modern university? ... an old world one? Do look through the prospectuses, watch the online presentations. Above all, do not make assumptions. Warwick University is actually in Coventry; York and Lancaster Universities are not set amid the historical high spots of those two cities but are actually well outside the cities on modern campus sites. Keele University may be near Newcastle but it is near Newcastle-under-Lyme, not Newcastle-upon-Tyne, so do not mistake the area of the country.





All universities advertise open days. It is better to go and see institutions first hand if you can. It may sound expensive but it is an investment in three years of your life so will prove well worth it.

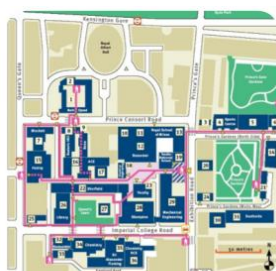
Campus vs City

We have two types of university in the UK – city and campus universities. As the name suggests, city universities are often located in the city-centre, spread across town. Campus universities are further out and self-contained.

When choosing a university, location is a key factor. As your home-away-from-home your university needs to make you feel safe and welcome. Deciding between a city or campus university could have an impact on your uni experience. So, which is better? Both city and campus universities have their pros and cons, but it comes down to what style of student life suits you better.

Campus:

- All of the buildings, facilities, and often students are all on one distinct site
- Student accommodation is often on the same site
- Greater sense of community
- Shorter distance to get to classes



Imperial College London map
(city university):

City:

- Buildings and facilities are dotted around a city
- Student accommodation in different areas in the city – not necessarily near other buildings and facilities
- In the heart of the city
- Good transport links
- May be time consuming get to classes



Royal Holloway, University of
London map (campus university):

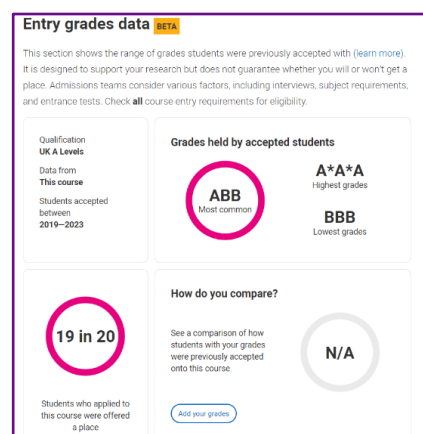
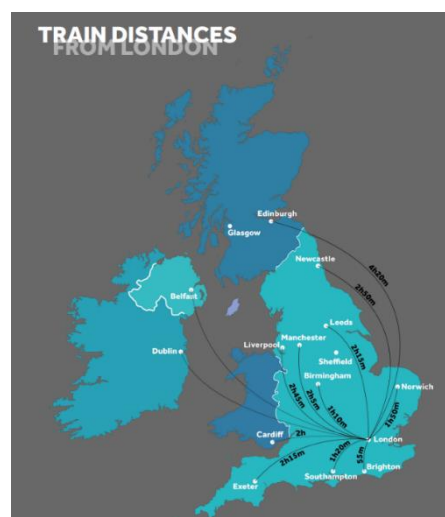
How far from home?

One other important consideration is how far you want to be from home. Do you want somewhere that you can easily pop back at weekends and get your washing done, or perhaps you are ready to explore another part of the country that you have never lived in before.

Remember to consider costs to travel home during the holidays and if there are various transport links to give you options on journey times and costs of tickets.

Course Entry Grade Information

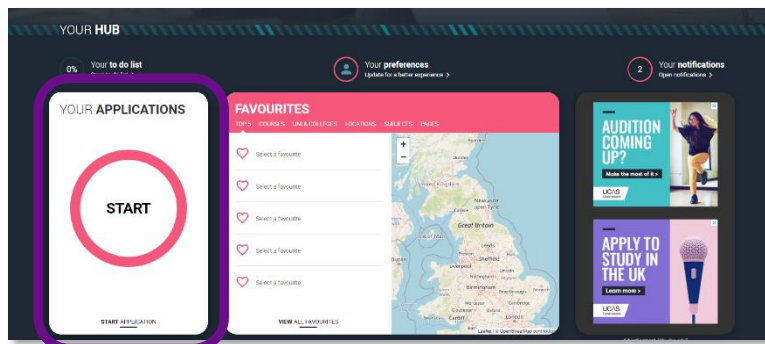
To help your research into individual courses, you can see the grades and offers of previously accepted students, when searching for courses on [ucas.com](https://www.ucas.com). You can also add your predicted grades to contextualise the historic information to you. To view this data simply scroll down on the relevant course information page. To learn more about this feature [click here to visit the UCAS help page](#).





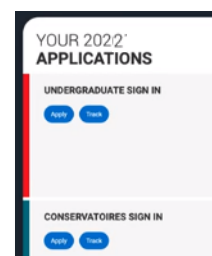
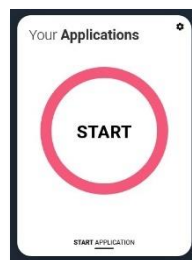
Completing Your UCAS Application

- To start your UCAS application click on the **Your application** tile.



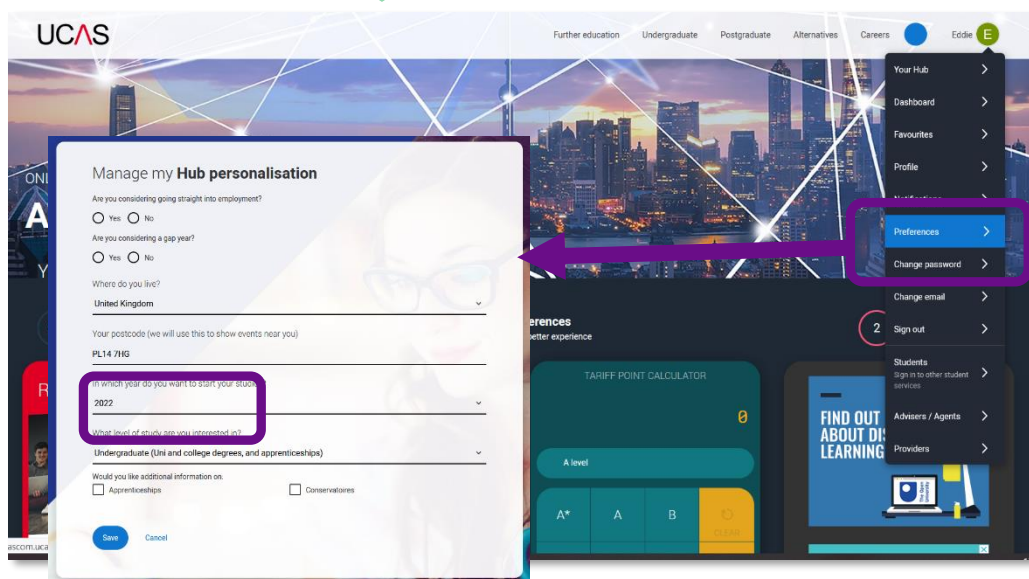
Make sure you have the correct year

- If you already have a Hub account and have said you are interested in courses for the 2025 cycle, you will see this card.
- To start your 2025 UCAS application click on the **Your application** tile with the red circle



If you do not have the correct year – Update your Preferences

- If you need to change the application cycle to show the Your application tile for 2025, click on Preferences from the main menu.
- Then select '2025' in answer to the question "In which year do you want to start your studies? "





Link Your Application to St. Crispin's

You need to link your application to St. Crispin's so we can track your progress and provide support, including adding your reference.

- Click **Yes**, Then **Continue**
- Enter our buzzword **crispins25**
- Once your application has been linked, you may then be asked to select a group – choose **default group**.

Application Overview

Your homepage is where you will see your application status and the sections that need completing.

- You do not need to complete the application all at once, you can log in and out at any time until you are finished.
- As you add information to each tile, the **percentage complete** dial should increase each time you mark a section as complete.

The second section is your **profile** - information about you.

- The tiles will give you an overview; if a section is complete, in progress, or you need to start it.
- All sections must be marked as complete to send to UCAS.
- You must complete all mandatory questions to mark a section as complete (they have a *).



Entering Your Personal Details

- Personal details: your name should already be visible, but you will need to add your title and complete the other mandatory fields (marked with a *).
- Do remember to capitalise the first letter of your names. Yes, students have submitted applications before with their names in lowercase! This is the first impression a university will have of you!
- Once you have completed a section you must remember to **mark the section as complete at the bottom of each page**.

- The list on the left of each section will show which sections are completed (with a tick), which are in progress (with a half-moon) and which have yet to be started (no icon).
- Click on the throughout for help to provide advice about what to put.



What will be your main source of funding for your studies? *

☐ Mark this section as complete *

You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

[Save this section](#)

[Back to English language skills](#)

[Next to Diversity and inclusion](#)



Contact and Residency Details

- You should provide either a landline or a mobile number in this section.
- You will only see the fields to add the nominated contact details if you answer Yes to the question. This means someone else can speak to UCAS about your application; if you are unwell, for example, on results day.
- We strongly encourage you to add a nominated contact. Most students tend to enter their parents' details.

Nominated access

Do you want someone else to act, or speak on your behalf, about your application? e.g. A parent, other relative or guardian. If you are using an agent, you can choose to enter their details.
You're able to enter details of someone you're happy to help manage your application - this is called nominated access.

☒ Yes ☐ No

Full name of nominee *

The first and last name of your nominee. They will be asked this information when speaking to UCAS on your behalf.

Relationship to you *

How you know your nominee. They will be asked this information when speaking to UCAS on your behalf.



Employment Details

- If you add more than one employment, it will appear in chronological order with the most recent at the top.
- Not everyone will have something to enter here. It is up to you whether you create an employment record or not - **but remember to mark the section as complete!**

Education Details

- Add details of all qualifications you have already achieved and those you are currently working towards.
- First you need to add details of where you have studied, or are studying, then add qualifications.
- Enter your GCSEs first and then the subjects you are studying at Sixth Form.
- Start by clicking **Add place of education**.
- You will be asked for a **Unique Learner Number** - this is shown on your Arbor Tracking Reports.
- Type the **name of the school where you completed your GCEs**. Once you find your centre, click on the name and the Exam centre number will automatically populate.
- If you studied in another country and the school does not automatically appear, click the 'add manually button' to type in your school name.
- Add when you started and finished attending the school. For St. Crispin's, select August 2025 as your end date.



Education Details (continued)

- Once you have added where you studied you can enter the qualifications. If you completed your GCSEs at another school, you will need to add two schools to this section: your previous school and St. Crispin's.
- Click the **Add qualification button**
- Search for your qualification.
- All GCSEs completed must be entered here. You will need your certificates or your GCSE statement of results to provide you with the exam boards and grade for each GCSE.
- The completion date for your GCSEs should be June 2023.
- Next, you need to add the qualifications you are currently working towards.
- **A Levels are GCE Advanced Level. AS Levels are GCE Advanced Subsidiary.**
- The A Levels, BTECs and CTEC offered at St. Crispin's will be listed for you to choose from.

Add qualification

To add a qualification either choose from the qualification shortlist or search for your qualification.

Qualifications shortlist

+ Access to HE Diploma (2014 onwards)	+ BTEC Diploma	+ BTEC Extended Diploma (OCF)
+ GCE Advanced Level	+ GCE Advanced Subsidiary	+ GCSE (Grade A*-G)
+ National 5	+ SQA Advanced Highers	+ SQA Scottish Highers
+ Welsh Baccalaureate Advanced Skills Challenge Certificate		

Search for your qualifications

Please search for the qualification title, eg 'A level' and not the subject, eg 'chemistry'.

Overseas qualifications will be listed alphabetically under the name of the country they were taken in.

Search by name

UCAS Training School

September 2010 - June 2012

Full time

[Add Qualification](#)

- ✓ Personal details
- ✓ Contact and residency details
- ✓ **Education**
- ✓ Employment
- ✓ Nationality details
- ✓ Supporting information
- ✓ English language skills
- ✓ Finance and funding
- ✓ Diversity and inclusion
- ✓ Personal statement
- ✓ Reference

Add qualification

GCE Advanced Level

If you don't find a match you can manually add one.

<P>Enter unit details for A levels is optional</P> <P>If you have completed Cambridge International qualifications please choose CIE as your Awarding organisation, if you are currently taking Cambridge International qualifications choose CAIE</P>

Subject *

Type and select the subject you studied

Qualification date *

Month Year

Awarding organisation *

Grade *

Add the modules for this qualification. You may add up to 6

Module / Unit 1

Title

Type and select the subject you studied

Grade

[Add another module](#)

[Save qualifications](#)

[Save and add another](#)

[Cancel](#)

- If you studied in another country and your qualifications do not automatically appear, use the 'search by name' function. Type in the name of the country you studied in and it should generate a list of qualifications for you to select from.
- The qualification dates you can select are based on those you entered when you set up the centre.
- If you have not finished the qualification or had your final exam result, then you must choose '**Pending**' for the Grade (do not enter your predicted grade for your A Levels/BTEC/CTEC). The Sixth Form team enter your predicted grades when completing your reference.
- The completion date for your current courses should be June 2025
- If you have completed an EPQ, remember to add this as a qualification.
- You can also add in any other qualifications such as music grades.
- Press **Save** and **Add Another** until all your qualifications have been entered.



Nationality Details

- If you are a British National, you will see this screen. Complete all fields.
- If you were born in the UK but have a different nationality, you will be asked additional questions.
- The information you provide will help universities and colleges in determining your eligibility and allow them to assist you with the visa application process, if required.

The screenshot shows the 'NATIONALITY DETAILS' section of the UCAS application. It includes a sidebar with navigation links: Personal details, Contact and residency details, Education, Employment, Nationality details (active), Supporting information, English language skills, Finance and funding, Diversity and inclusion, Personal statement, and Reference. The main content area asks for the user's country of birth, their nationality, and their current residence. There are dropdown menus for 'Country of birth' and 'Nationality', and a text field for 'Current residence'. A 'Mark this section as complete' checkbox is at the bottom.

Supporting Information

- All questions are mandatory (*), but you have the option of 'I do not know' and 'Prefer not to say' for the first two.
- You do not have to declare a disability if you do not want to, you can select 'No disability'.
- Information completed here is not used to make a decision on your application. It is only shared with those involved in supporting you, or making the arrangements for support.

The screenshot shows the 'SUPPORTING INFORMATION' section of the UCAS application. The sidebar is identical to the previous form, with 'Supporting information' (active) highlighted. The main content area contains three questions: 'Have you ever lived or worked in the EU (excluding the UK), European Economic Area (EEA) or Switzerland?', 'Do you have a parent, step parent, spouse or civil partner who is an EU (excluding the UK), EEA or Swiss national?', and a question about disabilities. Each question has a dropdown menu. Below these is a text area for 'Further details' with a character count. A 'Mark this section as complete' checkbox is at the bottom.

English Language Skills

- If English is not your first or primary language, they will ask for your TOEFL or IELTS registration numbers. You only need to enter reference numbers if you have been assigned one and you know it.

The screenshot shows the 'ENGLISH LANGUAGE SKILLS' section of the UCAS application. The sidebar is identical to the previous forms, with 'English language skills' (active) highlighted. The main content area asks if English is the user's first or primary language (Yes/No radio buttons). It then asks for certificate numbers: 'Test of English as a Foreign Language (TOEFL) Number' and 'International English Language Testing System (IELTS) TRF Number'. There are text input fields for each. A 'Mark this section as complete' checkbox is at the bottom.



Finance and Funding

- Select UK, CHI, IoM or EU Student Finance Services if you plan to apply for a student loan – the vast majority of students do this.
- Select 'Private' if you/your parents are going to pay all tuition fees – around £9000 + rent + general living and study costs up front.
- Under 'Student support arrangements' select Wokingham.

For more information head to: ucas.com/finance

Diversity and Inclusion

- You will only see these questions if you have a UK home or postal address.
- There are two mandatory fields(*), but you have the option to respond with 'I prefer not to say'.
- This information is only shared with universities or colleges once you have secured a place, it does not influence any decision making. It is used to ensure applications are treated fairly.
- Activities in preparation for higher education include summer schools, Saturday university, campus days, summer academies, taster courses and booster courses. If you have not taken any such course, please leave this section blank.
- You can select 'I prefer not to say' for the parental education question.
- For the occupational background, you must type at least 3 letters into the response field, and then select an option from the menu that appears below it.

Parental education

Do any of your parents, step-parents or guardians have any higher education qualification, such as a degree, diploma, or certificate of higher education?

Occupational background*

Please give the job title of your parent, step-parent, or guardian who earns the most, if you are under 21. If she or he is retired or unemployed, give their most recent job title. If you are 21 or over, please give your own job title.

Base Room Manager (Children's Nursery)

Care Assistant (Children's Nursery)

Children's Reporter (Scotland)

Children's Attendant

Children's Centre Manager



Personal Statement

Please refer to the section on how to write your personal statement within this booklet before using the instructions below to add your statement to your application. You **must** share your personal statement with your tutor before uploading your final draft.

- You can save and edit this section as many times as you need to.
- If you try to navigate away without saving your work, you will be reminded with a pop-up warning.
- When you are ready to mark this section as complete, you will need to click 'Save and Preview' to access the 'Mark as Complete' tick box.

PERSONAL STATEMENT

2022 Undergraduate application

Your Personal ID number
1578002467

UCAS application / Personal statement

[Return to application overview](#)

- ✓ Personal details
- ✓ Contact and residency details
- Education
- Employment
- ✓ Nationality details
- ✓ Supporting information
- ✓ English language skills
- ✓ Finance and funding
- Diversity and inclusion
- Personal statement**
- Reference

Our guide to writing your personal statement (opens in a new window) should help you complete this section. We strongly recommend you write the statement using a word-processor and paste it in to your application. You can type your statement directly into the box or edit a statement you have pasted in.

i You have used 0 of 47 lines based on the preview and 0 of 4000 characters.

Personal statement *
Your completed statement must be between 1,000 and 4,000 characters (maximum 47 lines) including spaces.

Characters used: 0 of 4000 characters

[Save draft](#)

[Save & Preview](#)

Entering Your Choice of Courses

- To add your choices, click the **Choices** section.
- The order you add the courses does not matter as the order does not indicate a preference. Universities will not see the order of your list.
- Start typing the name of the university or college into the institution field and select from the options displayed.
- Do the same for the course you have selected.
- Locations and start dates are displayed according to the course details.

Your choices

[+ Add choice](#)

Add choice

University/college name *

Search for institution

Course *

Search for course

Location *

Start date *

Further details

You only need to provide information here if your chosen university or college has asked you to.

Point of entry

This tells the universities and colleges which year of the course you want to start, e.g. point of entry one is the first year of the course. If you wish to start in the first year of the course leave the box blank and you will automatically be considered for the first year. Enter 0 if you intend to take a foundation year – not all universities offer a foundation year so please check before applying.

If you've spoken to your chosen university or college and they are willing to consider your application to start the course after the first year, please enter the relevant number for the year, e.g. second year = 2, third year = 3, etc.

Live at home while studying*

☐ Yes ☐ No

[Save](#) [Cancel](#)



Entering Your Choice of Courses (continued)

- You can select a maximum of five choices.
- If you are applying for medicine, dentistry, veterinary medicine or veterinary science you can only select four choices.
- We recommend you fill all five/four choices.
- You can apply for different courses within the same university – remember there is only one personal statement so choose wisely.
- You can apply to either the University of Oxford or the University of Cambridge and not both.

- Once all choices are added, select confirm choices to mark the section as complete.

Your choices

+ Add choice

Accounting and Finance (N400)
Aberystwyth University (A40)

Location: Main Site (Aberystwyth)
Start date: 01 September 2022
Further details: Not provided
Point of entry: 1st year
Deferred entry: No
Live at home while studying: No

Accounting and Finance (with integrated Foundation) (NN44)
University of Buckingham (B90)

Location: Main Site
Start date: 22 September 2022
Further details: Not provided
Point of entry: 1st year
Deferred entry: No
Live at home while studying: No

Confirm choices

- Some courses have extra admissions tests and assessments.
- These will be shown in blue text on the choice card. This should not be a surprise to you, as you should have seen details of this when researching the course.

Your choices

+ Add choice

Medicine (A100)
University of Oxford (O33)

Location: Christ Church
Start date: 01 October 2022
Further details: Not provided
Point of entry: 1st year
Deferred entry: Yes
Live at home while studying: No
Criminal convictions declaration: Undeclared

INFO

- You may need to take an admissions test**
As part of the application process for this course you may need to sit the following admissions tests: Bio-Medical Admissions Test (BMAT)
- There may be an assessment**
You may be required to attend an interview or audition or provide a portfolio, essay or other piece of work to help the course tutor decide if you're suitable for this course.

Confirm choices

- Clicking the three dots in the bottom right of a card enables you to see it as a summary.

Medicine (A100)
University of Oxford (O33)

INFO

- You can't make two or more applications to Oxford**
- You may need to take an admissions test**
- There may be an assessment**

- Any choice combinations that are not permitted will be flagged with **red text** on the right of each relevant card.
- For example, these screens show error messages for students trying to apply to University of Cambridge and University of Oxford.

Medicine (A100)
University of Cambridge (C05)

Location: Giron
Start date: 01 October 2021
Further details: Not provided
Point of entry: 1st year
Deferred entry: No
Live at home while studying: No
Criminal convictions declaration: Undeclared

INFO

- Check your choices**
You can usually only apply to one course at either the University of Oxford or the University of Cambridge. The only exception is if you'll be a graduate by 30 September 2021 and you're applying to Cambridge for graduate medicine (course A101). If you can also apply to medicine (course A100) at Cambridge, as well as graduate medicine (course A101) at Oxford.
- You may need to take an admissions test**
As part of the application process for this course you may need to sit the following admissions tests: Bio-Medical Admissions Test (BMAT)
- There may be an assessment**
You may be required to attend an interview or audition or provide a portfolio, essay or other piece of work to help the course tutor decide if you're suitable for this course.

Medicine (A100)
University of Oxford (O33)

Location: Queen's
Start date: 01 October 2022
Further details: Not provided
Point of entry: 1st year
Deferred entry: Yes
Live at home while studying: Yes
Criminal convictions declaration: Undeclared

INFO

- Check your choices**
You can usually only apply to one course at either the University of Oxford or the University of Cambridge. The only exception is if you'll be a graduate by 30 September 2021 and you're applying to Cambridge for graduate medicine (course A101). If you can also apply to medicine (course A100) at Cambridge, as well as graduate medicine (course A101) at Oxford.
- You may need to take an admissions test**
As part of the application process for this course you may need to sit the following admissions tests: Bio-Medical Admissions Test (BMAT)
- There may be an assessment**
You may be required to attend an interview or audition or provide a portfolio, essay or other piece of work to help the course tutor decide if you're suitable for this course.



Submitting and Paying For Your Application

- There are four steps to the submission process.
- The application must be complete (showing 100%) before pressing submit.
- The Check your application screen shows your full application and you can download it as a pdf to help you check it.
- At the bottom of the application, click **Accept and proceed** (or 'return to application' if you want to make more changes).
- You will then be asked to update your marketing preferences.

The screenshot shows the 'Application status' section with a progress bar indicating 100% completion for 'CHOICES', 'PROFILE', and 'PERSONAL STATEMENT'. Below this is the 'Check your application' section, which provides an overview of the application. It includes a 'Download as PDF' button and a list of sections: Personal details, Contact and residency details, Employment, Education, Nationality details, Supporting information, English language skills, Finance and funding, Diversity and inclusion, Personal statement, and Choices. The 'Personal details' section is expanded, showing fields for Title, First name, Last name, Previous name(s), Preferred name, Date of birth, and Gender. The 'Contact and residency details' section is also expanded, showing fields for Mobile telephone number, Other telephone number, and Email address. At the bottom, there are two buttons: 'Accept and proceed' and 'Return to application'.

You must **tick the box** at the bottom of the page to confirm you have read and understood the terms and conditions.

- You can collapse these by clicking the ▼.
- Then click **Accept and proceed**, or you can Return to application, or Return to marketing preferences.

The screenshot shows the 'Terms and conditions' section. It includes a 'Help text' box that states: 'This section summarises important points. It's important you still read and understand the full conditions.' Below this is a list of terms and conditions, with the first one being 'Unordered list'. The 'About UCAS' section is expanded, showing details about the Universities and Colleges Admissions Service (UCAS) and how to contact them. At the bottom, there is a 'Contact us' button.

- You will then see this screen.
- The application fee for the 2025 cycle is £28.50
- Click **Pay now** and you will be asked to enter your card details.
- UCAS have removed the undergraduate application fee for any student who is/ or has received free school meals during the last six years, up until then end of their final year at school or college.
- If you are eligible, find out what you need [to do here](#). If you are not eligible for this support but financial pressures are making it challenging to apply, speak to a member of the Sixth Form Team as soon as possible.

The screenshot shows the 'Pay and submit' section of the UCAS application. It includes a progress bar with four steps: 1. Check your application, 2. Update your preferences, 3. Terms and conditions, and 4. Pay and submit. The 'Pay and submit' section is expanded, showing details about the application fee and how to pay. It includes a 'Pay now' button and a 'Return to application' button.



- When you have paid and submitted your application, it will be sent to St. Crispin's Sixth Form to check.
- We will then add your reference and predicted grades and submit the application to UCAS.
- If you log in, you will see a read only version.

UCAS APPLICATION
2021 Undergraduate application

Your Personal ID number
1241028408

Return to your hub

This is a read only version of your application which is with an adviser at UCAS Test and training centre. Contact Download as PDF

Personal details

Personal details

Title	Ms
First name	Rose
Last name	Hill
Previous name(s)	Not provided
Preferred name	Not provided
Date of birth	08/02/1995
Gender	Female

When you have submitted your application

...it is not immediately sent to your chosen course providers. First, it is sent to the Sixth Form team.

We proof-read every application. If there are errors, we will return the application to you with a note explaining what you need to amend. You can then submit the application again without having to pay any additional costs. We will happily talk through this with you in person if necessary.

Additionally, if all of your choices are aspirational, we will return your application asking you to include more safe/solid choices. You can then submit the application again without having to pay any additional costs. We will happily talk through this with you in person if necessary.

Using subject teacher and tutor comments, we construct a reference each student. We add this reference, along with your predicted grades, to your reference. **We then submit it to UCAS.**

Because of this vetting process (which can take up to four weeks depending on the accuracy of your original application), the Sixth Form must have their own internal deadlines so you must submit your UCAS applications by the deadlines listed on page 2:

- Music Conservatoire Candidates: **25th September 2024.**
- Oxbridge/ Medicine/ Veterinary Medicine/Science/Dentistry candidates: **2nd October 2024**
- All other candidates: **4th November 2024**

If you have any concerns about meeting these deadlines, you must speak with a member of the Sixth Form team as soon as possible.

After we have submitted your application

Once we have submitted your application, it is a case of waiting to receive feedback from each course you have applied to.

Please be aware that different institutions do this in their own timeframes so do not be disheartened if you hear back from some more quickly than others, or if your friends receive feedback before you do.

Now is the time to crack on with working hard to achieve the qualifications you need to take this next step!



Writing UCAS Personal Statements

What?

The personal statement is your chance to explain **who the person is behind the grades** and what else you have done in addition to your qualifications. Understanding your **achievements, experiences** and **personality** can be vital to ensuring you are offered a place on the course which is right for you.

The Basics

Maximum: 4000 characters (47 lines when in size 12 Times New Roman font)

Minimum: 1000 characters

Check: Spelling, punctuation and grammar

Use: Paragraphs



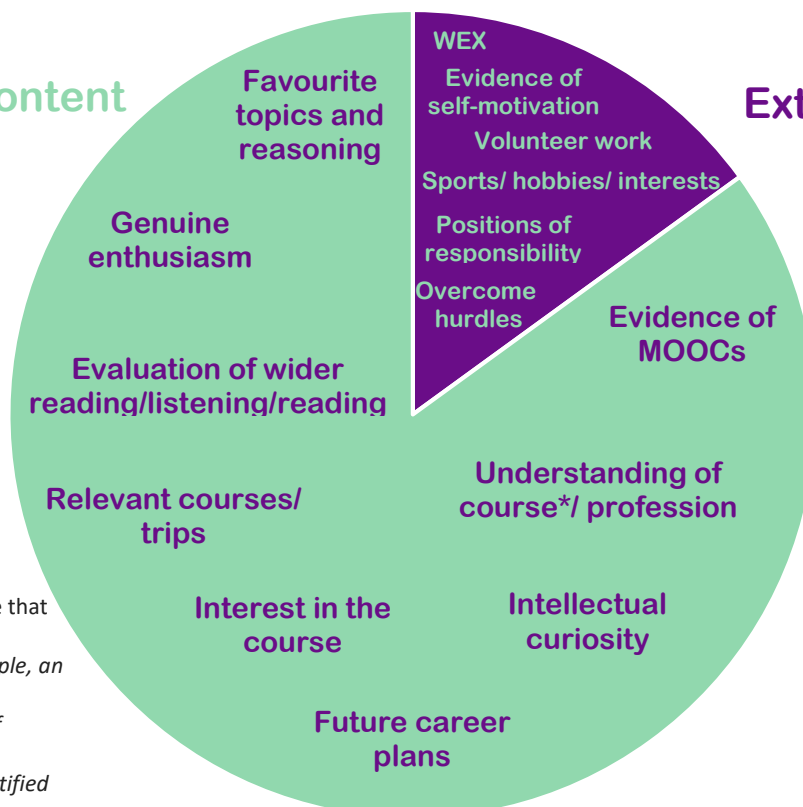
What Admissions Tutors Look For: Skills

- Are you suited to the **course**?
- Are you **hardworking and independent**?
- Can you **cope under pressure**?
- Are you suited to the **university environment**?
- Do you have good **communication skills**?
- Are you **genuinely interested** in the course and subject?



Balance of Information

**85% +
Academic Content**



*An accredited course is one that has been approved by a professional body. For example, an accountancy degree may be accredited by the Institute of Chartered Accountants or Association of Chartered Certified Accountants (ACCA). For more information [visit the Which website](#)



Write everything up in full before working out the most **logical structure**

Show, Do not Tell

I am confident to share ideas and work with others to achieve a shared goal during group tasks/seminars

Z

[RETURN TO CONTENTS PAGE](#)



Examples of Skills to Evidence in your UCAS Personal Statement Based on Course Subject

PiXL6

Chemist: A keen scientist, i.e. wanting to understand the world and how it came about, a good analyst, taking nothing for granted, keen to test things out and do research and be patient, determined, even painstaking when doing it. Having good practical skills, an eye for detail. Good at working in a team.

Dentist: Similar to a medic (below) along with good practical and business skills. Even more important to inspire other peoples' trust and confidence, especially children's, as so many are scared of dentists.

Economist: Analytical, logical and intuitive. An avid reader but with good mathematical ability and keen on statistics. Having good debating and communication skills, sceptical and questioning, can write well with a strong sense of wanting to get to the bottom of why things happen as they do.

Engineer: A keen problem solver, with strong mathematical ability, analytical powers and the capacity to see the full picture and finished products. Fine eye for detail, meticulous, patient, determined, a good communicator and team worker and able to work under pressure.

English specialist: A good analyst, who is keen on language, its structure and uses. A keen communicator and avid reader, keen to explore and understand the context in which things are written. Empathetic, open-minded, sceptical - to a certain extent, not blindly accepting traditional interpretations but an independent thinker, coming to independent conclusions. Objective. Articulate and can write clearly and concisely.

Historian: Sceptical, doesn't take anything for granted or simply accept 'received wisdom' or 'accepted interpretations' without questioning them. Curious, wants to know why and how something happened. Objective, open-minded. An avid reader, patient, persistent, have an eye for detail (as you need when doing research). Have empathy for the culture, climate and context in which things happened, were written etc. Be articulate, a good analyst and debater (as some history teachers have said, they want every parent's nightmare), people who are awkward, argumentative. Preferably can write well too.

Lawyer: Logical mind, analytical, with a capacity for hard work, eye for detail and ability to cut through to essential points in arguments. Articulate, well-read, empathetic, ideally having a strong moral sense, well organised, self-confident.

Mathematician: Very logical and rational, enjoys the challenge of problem-solving, doesn't like to be beaten by things and certainly not the same type of problem twice. Very determined and patient, prefers an elegant solution not just something that is right. Intrigued by patterns in the world around them and wants to understand them.

Medic: The capacity to get top academic results, a keen scientist and problem solver, keen to take on life-long learning and with a capacity for hard work and coping with stress. Empathetic, optimistic, dedicated, able to inspire other peoples' trust and confidence, a good communicator and team worker, able to shoulder responsibility, caring and having a strong sense for moral integrity.

Philosopher: A keen sense of language and meaning matched with a strong desire to understand things. Capacity for logical thought, well read, open-minded, with good communication skills and with natural empathy for historical and social context.

Physicist: A keen scientist, i.e. wanting to understand the world and how it came about, a good analyst, taking nothing for granted, very logical, a good mathematician. Open-minded enough to embrace new theories and evidence. Patient, with an eye for detail when conducting experiments and research.

For a range of subject specific personal statement guides please visit:
<https://web.ucas.com/personal-statement-guides>

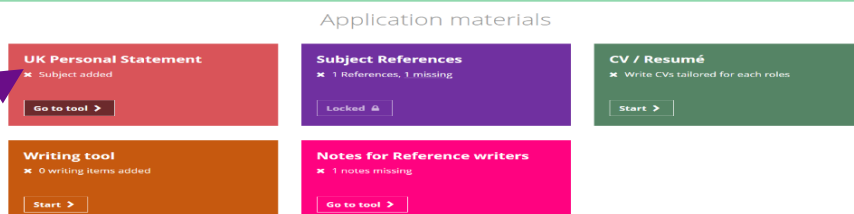


Recording Personal Statements on Unifrog

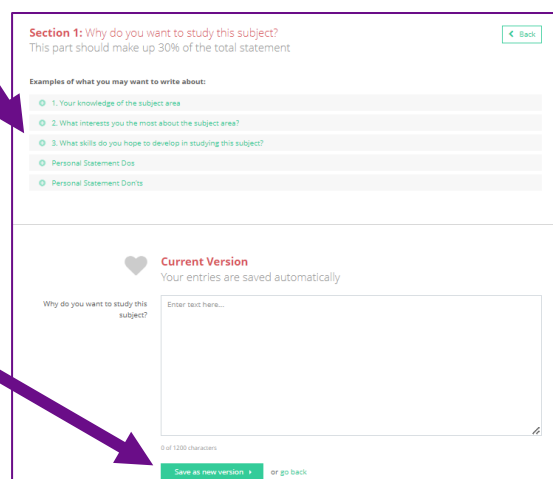
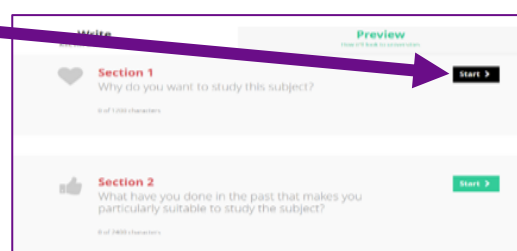
Follow these instructions to work on your **personal statement** and keep it saved to **Unifrog**.

- **Scroll** down to the '**Application**' section.

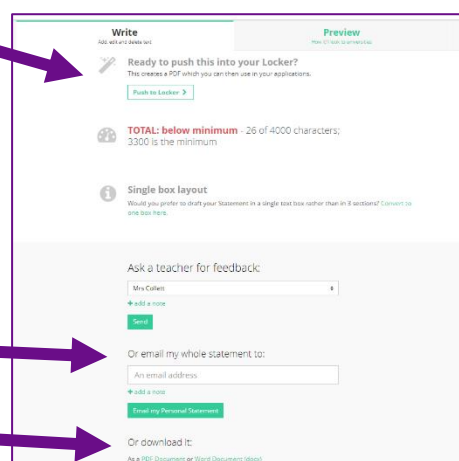
- **Select 'UK Personal Statement'**.



- **Select 'Start'** for each of the **three sections** and **type your paragraphs** directly into the box provided.
- Alternatively, **select 'Convert to one box'** under the '**Single Box**' layout header under each sections. This allows you to type your whole PS directly into one box.
- Take the time to **read through the prompts** provided in each section which list the skills, experiences and qualities you should write about, as well as providing examples of how this might look.
- Under each box, you can **see how many characters** you have used/ have remaining.
- Your work will **automatically save**.



- Once you have completed each draft, you should **select 'Push to Locker'** and have your statement saved in your locker of documents.
- When meeting with staff, they can access your Personal Statement in your locker and offer feedback.
- You can also **copy your final version straight from your locker and into your UCAS application form** when ready to do so.
- You have the option to email your statement to staff/ family. Please only do this having already agreed a request for feedback via email/in person.
- You have the option to download your document to print.





Preparing for University Interviews

Remember that receiving an interview invite means that admissions tutors are impressed with your application so far and you are in the running for receiving an offer. This is good news! While it is natural to be nervous, having an idea of what to expect can help you to shine on the day.

Here are some university interview tips to get you ready, including what you should wear, questions to prep for and how to perfect your interviewing technique.

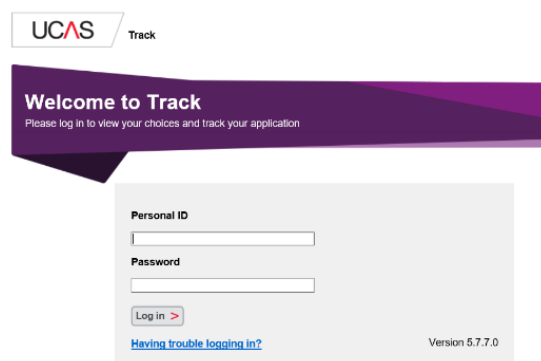
What are university interviews actually like?

Interviews can range from an 'exam out loud' (it is safe to expect this from an Oxbridge interview) to an informal chat designed to encourage you to choose that course. They can last anything from ten minutes to an hour and are usually, though not always, conducted by one interviewer.

They can also vary depending on the subject you are applying to study – for example, English students may have to discuss a poem with their interviewer, while Maths applicants might be asked to solve an equation.

How it works

- If a university does send you an invitation, it could either be sent to you directly, or in UCAS Track. It is best to contact the university or college to find out how and where you will receive information about your interview.
- Universities and colleges say it can be difficult to change the times and dates of interviews, so if possible, try to go at the suggested time.
- If you can't attend at the allotted time, you need to let the university or college know as soon as possible. If you received your interview decision in Track, the option to request a different time will be available. If you received the interview decision in another way, get in touch with the university/college. When you have agreed a new date, they will either update the invitation in Track or contact you directly to let you know.
- Then after you have attended, the university will tell UCAS when they have made a decision and UCAS will let you know in Track. Once all decisions are in, you can reply to your offers.



Interview tips

Interviews are not everyone's favourite thing, but with a bit of preparation you can do well. They will be looking for enthusiastic students with lots to offer – someone who can work independently and consider new ideas; someone who will thrive, enjoying a varied academic life alongside outside interest.

1. Plan ahead

- **Check where and when** – sort out any travel and accommodation you need – check their website for maps and directions.



- **Be ready for questions** – some about your application, as well as your chance to ask about the course and the uni/college.
- **Know your stuff** – show you know the latest in your subject area, and keep up to date with the news – they might ask to hear your views. Re-read your personal statement
- **Practice** – have mock interviews with a teacher or adviser – cover why you chose that course and what you enjoy most about your current studies.
- **Sleep well!**



2. The interview

- **Dress smartly** – you might not need a suit, but smart trousers/skirt and a shirt/blouse will show you are taking it seriously.
- **Get there early** – have their phone number handy so you can let them know just in case you are delayed.
- **Remember to bring any additional documents.** You might be asked to bring a portfolio of your work if you are applying for a creative arts course.
- **Good body language** – do not slouch, yawn or fold your arms – stay calm and alert, sit up straight, make eye contact, look (and sound) interested. Engage with the interviewer right from the start.
- **Take their lead** – let your interviewer take the lead when it comes to handshakes, sitting down, starting to talk and so on.
- **Do not worry if you do not understand** – listen carefully to questions, ask them to repeat or rephrase the question, make a good guess, or relate it to something you know better. Do not be afraid to take time to think about your answer – you will not be penalised.
- **Expect the unexpected** – they might do a surprise test to see how you react under pressure – just do your best.
- **Ask them questions too** – this shows enthusiasm and gives you chance to get answers you have not found yet. Interviewing is a two-way process so make the most of it by finding out as much as you can about the course (including teaching styles, modules, in touch hours vs independent study).



3. Afterwards

- **Make notes** – if you have more interviews coming up, it might be handy preparation to write down the questions and answers you have already had.
- **Reflect on how you did** – decide what worked well and think of new answers for areas you want to improve in.
- **Then sit back and wait** – once they have heard from the university or college, UCAS will let you know in Track if they are making you an offer.



Questions you might be asked in a university interview

These are hard to predict, so here are some pointers on what questions you may face in a University interview and how to prepare:

- Revisit the university prospectus and course details, thinking about how you'd answer questions such as 'why this course?' and 'why this university?'.
- Re-familiarise yourself with your personal statement and be prepared to elaborate on anything you have said.
- Get someone (who hopefully knows a bit about your subject) to give you a mock interview. Having some interview practice beforehand will help to boost your confidence and expose areas you need to work on.
- Make sure you are aware of the latest issues in current affairs relevant to your subject – tutors may bring these into the discussion.





- Prepare some questions to ask tutors – just make sure that they have not already been answered in information you have been sent by the university.

Useful Sources of Information

- UCAS Video: <https://www.ucas.com/undergraduate/after-you-apply/undergraduate-interview-invitations>
- Unifrog: <https://www.unifrog.org/student/know-how/keywords/how-to-survive-online-university-interviews>
- Inside a university interview – a student's perspective <https://www.unifrog.org/student/know-how/keywords/how-to-survive-online-university-interviews>
- Subject specific interview tips: <https://university.which.co.uk/advice/ucas-application/university-interviews-as-told-by-students>
- 10 Cheeky tips: 10 weird ways to beat interview nerves <https://www.theguardian.com/careers/careers-blog/10-quirky-tips-beating-interview-nerves-job>

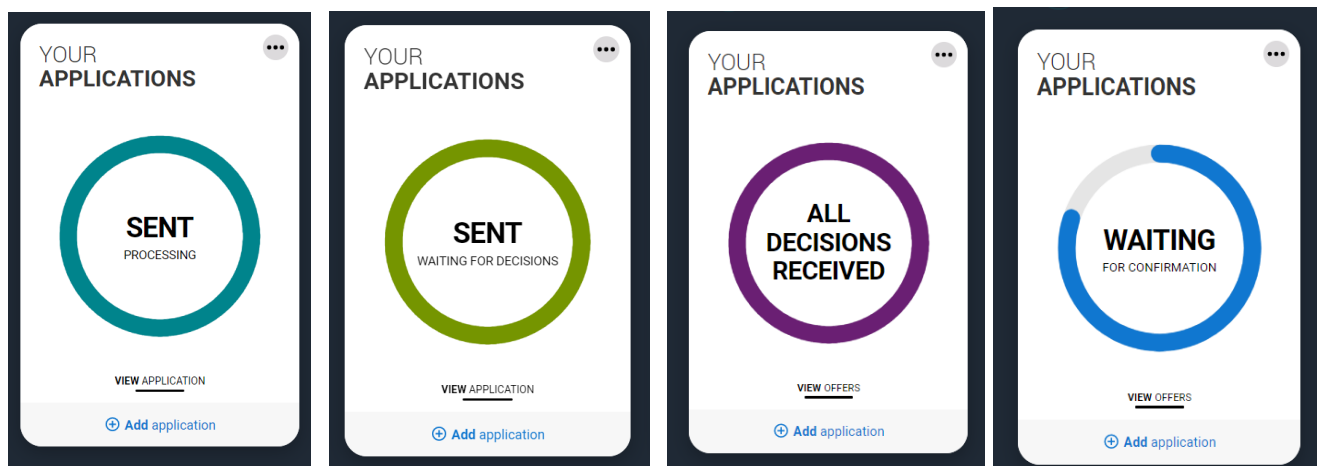
*Sources of information for this document: UCAS.co.uk and Which.co.uk



Tracking Your Application

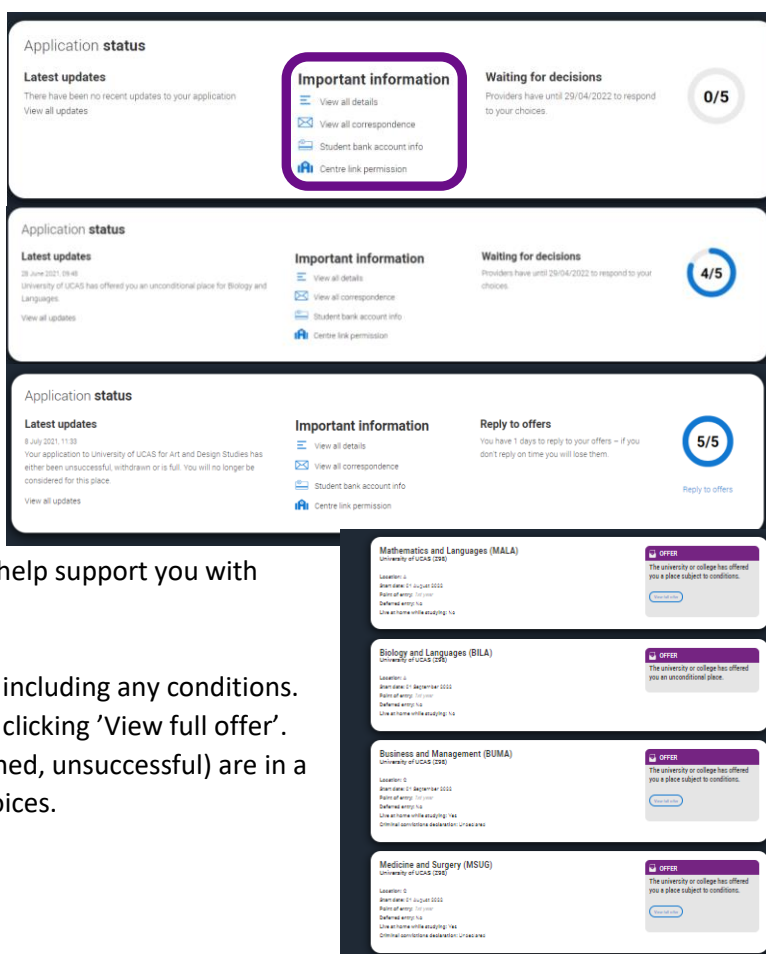
Tracking Your Application

- Depending on the status of your application you will see one of the following tiles on your UCAS Hub homepage. Click on the tile it to go to your application.



- Your application status will update to reflect your application status and clearly state any actions you need to take. It will tell you when you need to reply to offers.

- - **Latest updates** – displays offer and decision notifications, click view all updates for full history.
 - **Student bank account info** – you will need this to open a student bank account (when eligible).
 - **View all correspondence** – all correspondence is grouped by choice.
 - **Centre link permission** – if you are linked to a centre this enables you to update your sharing preference. Remember if you do not share with your centre then they will be unable to help support you with your application.

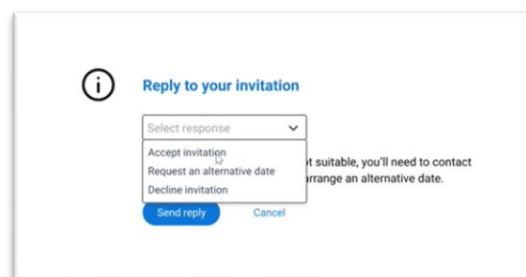


- The details of your offers will be shown including any conditions.
- The full text of the offer can be seen by clicking 'View full offer'.
- Your inactive choices (withdrawn, declined, unsuccessful) are in a drop down section below the active choices.



Invitations to Interview

- If a university or college has notified UCAS of an interview, the invitation details will be shown alongside a button for you to respond.
- There are three options you can select from to respond to the invitation.



Decisions universities and colleges can make

A conditional or unconditional offer is good news.

- A **conditional** offer means you still need to meet the requirements – usually exam results.
 - These show the conditions you have to meet to get your place confirmed.
 - For most people, this means waiting for results day in the summer to see if your exam results meet the conditions.
 - They could be a combination of grades, scores or subjects – as explained in the entry requirements and Tariff info. A conditional offer might look something like this:
 - A levels grade AAB with A in chemistry and at least two other sciences or mathematics
 - You may also get a conditional offer that will change to unconditional if you firmly accept it.
- An **unconditional** offer means you have got a place, although there might still be a few things to arrange. These mean you have already met the entry requirements, so the place is yours if you want it. But first check the offer to see if there's anything else you need to do.
 - Check the offer carefully. Even if you have already got your qualifications and have met the academic requirements, you might still need to get a DBS or PVG check, provide proof of your results, or meet some financial/medical requirements. If it is not clear, contact the university or college.
 - Remember; by accepting an unconditional offer, you are committing to go to that university or college, so you can't make an insurance choice.
 - If you change your mind, you can decline your place and apply using Clearing.
 - If you are taking exams but have been made an unconditional offer, your results will not affect whether or not you get accepted.
 - Please be aware that there has been a sharp rise in the amount of unconditional offers given by universities in recent years.
 - Receiving an unconditional offer can feel really great and provide a boost of confidence. This is great but we must remain realistic when reviewing this increase and recognise that many universities are playing a game to ensure that students (*and the large amount of money that comes with you*) choose them.



- Please remember that first and foremost, each university course requires a base level of knowledge and skills. Therefore, if you give up and do not meet the grade requirements which they set out in their initial requirements, you will struggle to pick up the pace on the course and potentially ruin your chance of achieving a decent degree – *the very reason you are there!*
- Although your place will not be dependent on your grades, taking your exams is really important to prepare you for university or college and could impact your future employment.
- Some graduate employers take A levels and other qualifications into account when reviewing job applications, so it is important you take this into consideration when preparing for your exams.
- An **unsuccessful or withdrawn choice** removes that option, but you could add more.
 - A withdrawn application means a course choice has been withdrawn by either you or the university/college. The reason will show up in on your application – maybe you did not respond to emails/letters they sent, or missed an interview.
 - An unsuccessful application means they have decided not to offer you a place on the course. Sometimes they will give a reason, (either with their decision or at a later date). If not, you can contact them to ask if they will discuss the reason with you.

Do not worry if you do not get any offers – you might be able to add extra choices now, or look for course availability later on through Clearing.

Accepting Your Offers

- Before you decide which offers to accept read this article from UCAS: [Making the right decision](#)
- You can only accept two offers: firm (first choice) and insurance (second choice).
- You must decline all remaining offers.
- We advise you **do not respond to offers until you have heard back from all of your course choices**. The table below informs you of **the dates by which you need to respond to offers** – this will be different for different students.

Attend any interviews you are invited to. Receive offers and accept or decline them.

- If all university decisions received by 31st March, accept or decline by 5th May 2025.
- If all university decisions received by 6th May, accept or decline by 3rd June 2025.
- If all university decisions received by 3rd June, accept or decline by 17th June 2025.
- If all university decisions received by 13th July, accept or decline by 14th July 2025.

- Remember - Making these selections does not mean you are automatically in – **you need to achieve the entry requirements in the summer to secure your place.**
- We recommend ensuring your **insurance choice has a lower entry requirement than your firm choice**. This means if you do not achieve the grades in the summer to be accepted by your firm choice, you should achieve the grades to be accepted by your insurance choice.
- Universities will see if they are your firm or insurance choice. Do not worry – insurance choices will not reject you on the basis that they were not your first choice!



Confirming your choices on UCAS

- Once all decisions have been received, you will make your reply and confirm your choices.
- Select your firm choice:
 - If you choose a conditional offer as your firm choice, you have the option to add an optional insurance choice – screen shot below.
 - If you choose an unconditional offer as your firm choice, you cannot have an insurance choice.
- All other offers will show as declined offers, underneath the Firm choice.
- You must click the blue 'Confirm choice' button at the bottom of the page to submit your decisions.

Your firm choice

Medicine and Surgery (MSUG)
University of UCAS (298)

The university or college has offered you a place subject to conditions.

This offer is subject to you obtaining

112 UCAS Tariff points including BTEC National Diploma grade D/M

Do you want to select an optional insurance choice?

Note: Your insurance choice is a second choice and it should be used as a backup. You will ONLY get the opportunity to attend if you are not accepted on your firm choice AND you meet the conditions of your insurance choice.

You don't have to have an insurance choice. Please only choose one if you want to make this commitment.

The conditions for your insurance choice should be less than those required by your firm choice, as this will increase your chances of being accepted on a course should you not meet the conditions set by your firm choice.

Mathematics and Languages (MALA)
University of UCAS (298)

The university or college has offered you a place subject to conditions.

This offer is subject to you obtaining

ABC from at least 3 A-levels

Biology and Languages (BILA)
University of UCAS (298)

The university or college has offered you an unconditional place.

Business and Management (BUMA)
University of UCAS (298)

The university or college has offered you a place subject to conditions.

This offer is subject to you obtaining

36 points from your International Baccalaureate Diploma to include six in Higher Level English

CONFIRM YOUR CHOICES

2022 Undergraduate application

★ / Overview / Confirm Your Choices

Select your firm choice

Note: You are making a commitment when you choose a firm choice. If the offer is conditional, you are agreeing to take up the place if you meet the conditions of the offer. If the offer is unconditional, you are agreeing that you will attend the course at that university or college.

Your choices

Mathematics and Languages (MALA)

University of UCAS (298)

The university or college has offered you a place subject to conditions.

This offer is subject to you obtaining

ABC from at least 3 A-levels

Make this my firm choice

Biology and Languages (BILA)

University of UCAS (298)

The university or college has offered you an unconditional place.

Make this my firm choice

Business and Management (BUMA)

University of UCAS (298)

The university or college has offered you a place subject to conditions.

This offer is subject to you obtaining

36 points from your International Baccalaureate Diploma to include six in Higher Level English

Make this my firm choice

Medicine and Surgery (MSUG)

University of UCAS (298)

The university or college has offered you a place subject to conditions.

This offer is subject to you obtaining

112 UCAS Tariff points including BTEC National Diploma grade D/M

Make this my firm choice

Your firm choice

Medicine and Surgery (MSUG)

University of UCAS (298)

The university or college has offered you a place subject to conditions.

This offer is subject to you obtaining

112 UCAS Tariff points including BTEC National Diploma grade D/M

Your insurance choice

Mathematics and Languages (MALA)

University of UCAS (298)

The university or college has offered you a place subject to conditions.

This offer is subject to you obtaining

ABC from at least 3 A-levels

Your declined offers

Biology and Languages (BILA)

University of UCAS (298)

The university or college has offered you an unconditional place.

Business and Management (BUMA)

University of UCAS (298)

The university or college has offered you a place subject to conditions.

This offer is subject to you obtaining

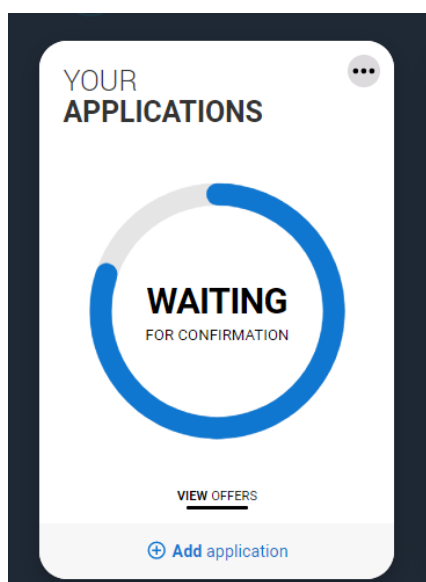
36 points from your International Baccalaureate Diploma to include six in Higher Level English

Back to Select Insurance choice

Cancel Confirm choice



- Your application status will update to show you have replied to your offer(s) and that you are waiting for the university or college to confirm your place when your results are available.
- You are able to view the full text at any time by clicking 'View full offer'.
- Your application tile on the Hub will also update.



OVERVIEW

2022 Undergraduate application

Your Personal ID number
1492042708

The screenshot shows the UCAS Overview page for a 2022 Undergraduate application. The page is divided into several sections:

- Application status:** Includes 'Latest updates' (dated 8 July 2021 11:03) stating the application to University of UCAS for Art and Design Studies has either been unsuccessful, withdrawn or is full. It also includes 'Important information' with links to 'View all details', 'View all correspondence', 'Student bank account info', and 'Centre link permission'. A 'Waiting for confirmation' section states that the user has replied to their offer(s) and the university or college will confirm their place.
- Your choices:** Includes 'Your firm choice' for 'Medicine and Surgery (MSUG)' at the University of UCAS (298). It shows a 'WAITING FOR CONFIRMATION' status and a 'View full offer' button. Below this is 'Your insurance choice' for 'Mathematics and Languages (MALA)' at the University of UCAS (298), also showing a 'WAITING FOR CONFIRMATION' status and a 'View full offer' button.
- Footer:** A link to 'Your unsuccessful, declined and withdrawn choices'.

Withdrawing Your Application

- If at any point you wish to withdraw your application, please contact the Head of Sixth Form to arrange a time to discuss this.
- If you **withdraw**, you **will not** be able to apply again during the academic year, and you will not be eligible for Clearing.
- Please **do not use** the 'Withdraw Your Whole Application' link on the UCAS website unless you have spoken to the Head of Sixth Form.



UCAS Extra

What is UCAS Extra?

Extra is another chance for you to gain a place at university or college, **between 26th February 2025 and 4th July 2025**.

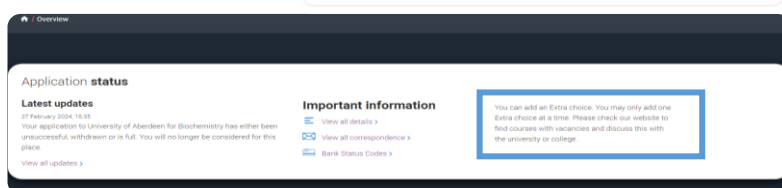
Who can use UCAS Extra?

- If you use all five of your choices on your original application and you **do not receive any offers** or you **decline all offers**, you will be eligible to **add another choice** using Extra.
- If you **did not use all your choices in your initial application**, you can **add another choice in UCAS Track** as long as it is before 30th June, and you have not accepted or declined any offers. *Remember, if you originally only applied to one choice and want to add more, you will be asked to pay the extra £4.50 application fee.*
- Your status bar will tell you if you are eligible to add an Extra choice.

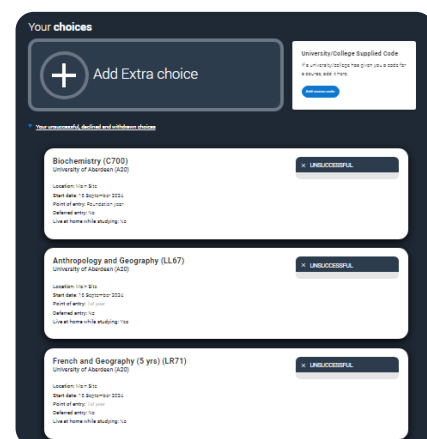


You've not received any offers from your choices.
You are in Extra.
You may be able to add an Extra choice. Please check our website to find courses with vacancies.

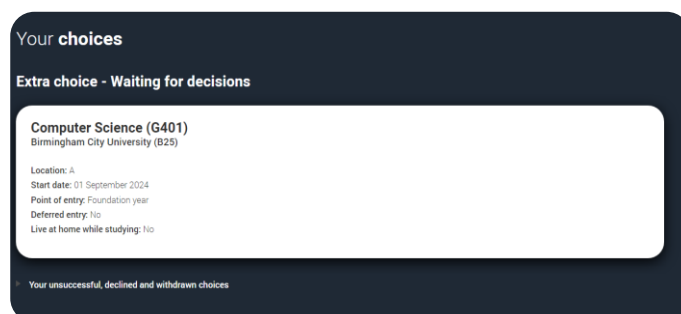
[Go to application](#)



- The Add choice button will change to 'Add Extra choice'.
- Your unsuccessful choices will be displayed below.
- Before you add an Extra choice, speak to the university / college you want to apply to, and make sure the course still has vacancies and that they will consider your application.



- Add your Extra choice in the same way as before. It will appear at the top of your choices.
- If you do not get the offer you want in Extra, do not worry – you can still use **Clearing** to add another choice, from the beginning of July.





Guide to Clearing

What is Clearing anyway?

In simple terms, it is how universities fill empty spots on their courses. Most of the time, this is through finding students who have decided to go to university after the application deadline, or students who have not got the results they needed to get into their first choice course and are looking for alternative courses or universities.

Missing out on your first choice is always difficult, but that doesn't mean you have run out of options — far from it. In fact, it is an opportunity for you to start again.

From 5 July – 21 October 2024, you can apply for a course using Clearing if you are not already holding an offer from a university or college, and the course still has places.

You can use Clearing if:

- ✓ you are applying after 30 June
- ✓ you did not receive any offers (or none you wanted to accept)
- ✓ you did not meet the conditions of your offers
- ✓ you have declined your firm place using the 'decline my place' button in your application

**The “best” choice isn't always
the right one for you.**

*"New beginnings are often disguised as painful endings."
– Lao Tzu*

If you're reading this, you're probably a little confused about how Clearing works, and who it's for. Here's a short rundown:



You didn't receive any offers
and you're looking for a uni



You declined the offers you received
and are looking for another uni or
course more suitable for you



You applied after the 30 June deadline



You did better than your
predicted grades and want
to change universities



You didn't meet your entry
conditions for your chosen unis
and are looking for other options

Get ready for Clearing and results day

Discover all you need to know in three podcast episodes. We know you will have lots of questions about results day and Clearing. Like what are your options on results day? What happens if you change your mind about your choices?

Sit back and listen to your host, Katie Thistleton, as she talks to the panel of experts and discovers the answers to your questions. You will get advice from author Natasha Devon, top tips from university admissions advisers, and hear from apprentices, employers and students who have been through Clearing. [Access the podcasts here](#)

Clearing +

Clearing can be a stressful process for many students, and UCAS wanted to change that. That's why they have created a new way for you to use Clearing, stress-free: **ClearingPlus**. Think of it as a session in matchmaking. If you do not have any offers, a button will automatically pop up beneath your "My Matches" section. Through this, they will use the information you have given them from your application and match you to courses they think you will be interested in. They will also factor in what unis are looking for in a student.

Learn more about ClearingPlus on the [UCAS website](#)

The Clearing Process

1) Ask for advice: Talk to an adviser at your school, college, centre, or careers office – they can talk you through alternative courses/subjects. If you are applying independently, you will find everything you need to know about the Clearing process here, on [ucas.com](#).



2) See what courses are available.

Use the [UCAS search tool](#) to find courses – it is the only official vacancy list, so it is the most up-to-date. If you can't find the course you are looking for:

- consider different subjects – you do not have to stick with your original idea. You could also look at joint honours courses, so you can study a mix of subjects
- keep checking – universities update their course information regularly. You might not find the exact universities/colleges/courses you were looking for – some might be full, but some might get vacancies later on
- check the course details – how is it structured each year? What modules make up each year? What are the entry requirements?

3) Contact any universities or colleges you are interested in.

Before you add a Clearing choice in your application, you need to contact the university/college and give them your Clearing number (you can find this in your application), and Personal ID, so they can look it up.

- Ask if they'd accept you – they might reconsider you (maybe for the same course) even if you applied to them earlier in the year.
- Get informal offers – maybe from a variety of universities and colleges – then decide which one you want to accept.
- Ask about accommodation options – are there any on-campus?
- Take a look around the campus – if you have the time, it is the best way to see what a university/college is like – most will be happy to meet you and show you around. Alternatively, see if they have a [virtual tour](#) or a virtual open day.

4) Add your Clearing choice in your application

Only add a Clearing choice once you have permission from the university or college.

- Click 'Add Clearing choice', and fill in the course details by the date the university/college gave you.
- This counts as you definitely accepting the offer, so if they confirm, it'll show as an acceptance on your 'Choices' page in your application.
- You can only add one choice at a time, but if the university/college doesn't confirm your place, you will be able to add another.
- If the university/college confirms your place, [find your student accommodation](#) and then [make sure you get everything ready to start your studies](#).

Alternatives to Clearing

- You could reapply next year for slightly different courses or universities with your existing grades. Then plan your gap year to get the most out of it.
- Consider alternatives such as a Higher Apprenticeship, explore opportunities for employment and training in areas such as finance, retail, IT and childcare.
- Apply for a job. Brush up your CV, check out job ads or go to recruitment agencies to find either short- (to fund a gap year) or long-term roles.
- Study abroad. Some European universities offering English speaking courses may have vacancies for the upcoming year. There are lots of issues to consider, so think through carefully.

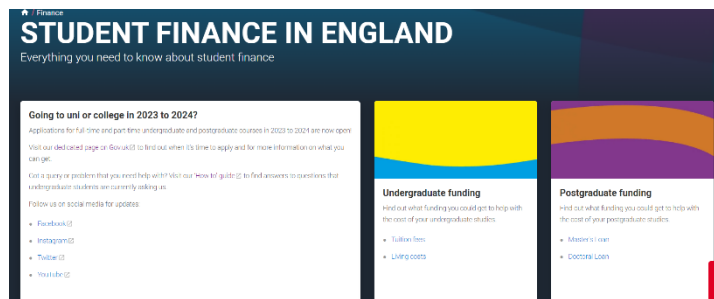
Useful Resources

- Live vacancies: UCAS and The Telegraph
- UCAS Helpline: 0371 468 0468
- [The Uniguide: How to Call Universities](#)
- [UCAS Clearing](#)

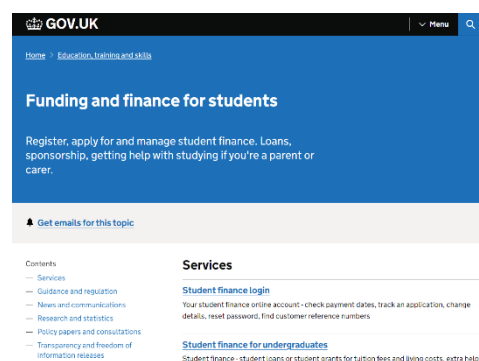


Student Finance

- Visit the [UCAS page on student finance](#) to learn more about fees, grants and funding.



- Visit the [dedicated government website](#) to learn more about student finance or read their handy [How To Guide](#).
- It is quick and easy to apply for a student loan, it should take less than 30 minutes.
- Student finance opens in March each year.
- To make sure you get your funding in place for the start of your course, new students should apply by 18 May 2025. **Apply before Leavers Day!**
- There's different funding if you are studying to be a [doctor or dentist](#) or [social worker](#)



Finance Option Definitions:

- **Privately financed:** With this option your or your family pay for your tuition and living costs without any student loans from the government.
- **Tuition loan:** Your university or college sets your tuition fee. You should check with them how much you will be charged for your course, so you can apply for the right amount of Tuition Fee Loan. The Tuition Fee Loan needs to be paid back, but not until you have finished or left your course, and your income is over the repayment threshold. You could get a Tuition Fee Loan of up to £9,250 if you are studying at an eligible uni or college. If you are studying an accelerated degree course, you could get up to £11,100. If you are not sure if a course qualifies for student finance, check with the uni or college.
- **Maintenance loan:** A Maintenance Loan can help pay for things such as rent, food, books, travel, and other expenses. Any loan you borrow needs to be paid back, but not until you have finished or left your course, and your income is over the repayment threshold. Everyone who is eligible for student finance can get at least some Maintenance Loan, but you can apply for more that's based on your household income. Students who are eligible to receive State Benefits, who are entitled to receive the means-tested element of funding, may be eligible for an increased amount of maintenance loan. If eligible, their maintenance loan will be made up of the Maintenance element and the Special Support (SSL) element.

