

# Applying through **UCAS**

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**UCAS**

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# Contents

By the end of this presentation, you will:

- know the resources available to support you
- understand how to apply
- know when you need to submit your application
- understand how to track your application and reply to offers

# Before you apply

Go to [www.ucas.com](http://www.ucas.com).

- Find out the UCAS deadlines – make sure you know which is relevant to you.
- Research – career options, universities, courses you're interested in, and minimum entry requirements.
- Go to a UCAS exhibition – even if you're not sure about what you want to do, speak to those in the know.
- Learn from others – watch student videos at [www.ucas.com/tv](http://www.ucas.com/tv).



# Choosing the right university

- **Style** – from traditional with a focus on subject-based courses and research, to more modern universities that may have a greater focus on vocational courses.
- **Location** – some are based in large cities, others in smaller towns. This can have a major influence on the environment and lifestyle on offer.
- **Size** – larger universities can have more than 20,000 students, whereas some of the smallest have only a few thousand.
- **Culture and facilities** – influenced by a range of factors, including the diversity of students who attend.
- **What graduates do** – all universities collect destination statistics. It can be interesting to find out the types of jobs or further study students go on to.
- **Tuition fees** – can vary between course providers. Check if there are any scholarships/bursaries available.
- **Living costs** – accommodation, transport, and food can vary enormously.

# Choosing the right course

- What does the course cover?
- Courses with the same title may be very different.
- Look carefully at the core course content, and the range of optional studies/modules available.
- Which modules are the most interesting and relevant to career aspirations?
- See if the course or university/college offers any internship, placement, or study abroad opportunities.
- How is the course taught – structured teaching, or more independent research? How many lectures are there, and how much group work will be done in seminars?
- How is the course assessed?



# Research – it's free!

- [Search tool](#) – to look for providers, courses, and minimum entry requirements. Use the [subject guides](#) to help find more information.
- [Open days](#) and [virtual tours](#) – a great way to explore campuses and facilities.
- [UCAS' higher education exhibitions](#) – useful to meet different universities and colleges, and explore options. It is important to register, and encourage your students to register in advance.
- Learning from others – [student videos](#) and [blogs](#).
- [Career options](#) – use the [job profiles](#) to explore different career roles and pathways, or take the [Buzz quiz](#) to find out more about individual strengths, and what roles they may suit.
- The [career finder tool](#) is ideal for considering options after education, including searching for [apprenticeships](#).



# Apply key facts

- Application is entirely online.
- Maximum of five choices.
- Some choice restrictions:
  - medicine, veterinary medicine/science, dentistry  
(maximum of four)
  - Oxford **or** Cambridge
- Simple application cost:
  - one choice – £20 (changed for 2020 cycle)
  - two to five choices – £25
- Equal consideration.
- ‘Invisibility’.



# When to apply for 2020 entry

**4 September**

Completed applications can be submitted to UCAS.

**15 October\***

Deadline for courses in medicine, veterinary medicine/science, and dentistry, and courses at Oxford **or** Cambridge.

**15 January\***

Equal consideration application deadline.

**25 February**

Extra opens.

**30 June\***

Last date to submit an application before Clearing.

\* 18:00 (UK time)



# Making a UCAS application

Begin your application at [www.ucas.com/apply](http://www.ucas.com/apply).

These sections need to be completed:

- Personal details
- Additional information (UK only)
- Student finance (UK and EU only)
- Choices – make up to five choices
- Education
- Employment
- Personal statement
- Reference



# Personal statement

- The only section you have total control over.
- Your chance to sell yourself as an individual.
- One personal statement for all your choices.
- Maximum of 4,000 characters, or 47 lines.
- Minimum of 1,000 characters.
- No spelling or grammar check.
- No formatting, e.g. bold, italics, or underline.

UCAS' similarity detection service:  
Remember, every personal statement is  
run through software to check for  
plagiarism.

# Personal statement – start early

Include:

- academic achievements, past and present
- why you're interested in the subject area
- your knowledge of the subject area
- your enthusiasm to go beyond the syllabus
- what you enjoy about studying
- details of your independent study skills

# Personal statement – top tips

Universities and colleges will ask:

- Have you chosen the right subject for the right reasons?
- Can you survive in an intense and pressured atmosphere?
- Do you have a range of interests and aptitudes?
- Do you have a depth of interest in the subject?
- Have you studied independently?
- Do you appear motivated and committed?
- Do you possess good numeracy and literacy skills?

# Decision-making

After receiving your application, a university or college will make one of three decisions:

- **unconditional** offer
- **conditional** offer
- **unsuccessful**

Or, they can offer a place on an alternative course.

Universities and colleges can also:

- request an interview
- ask to see your portfolio
- ask you to take an admissions test

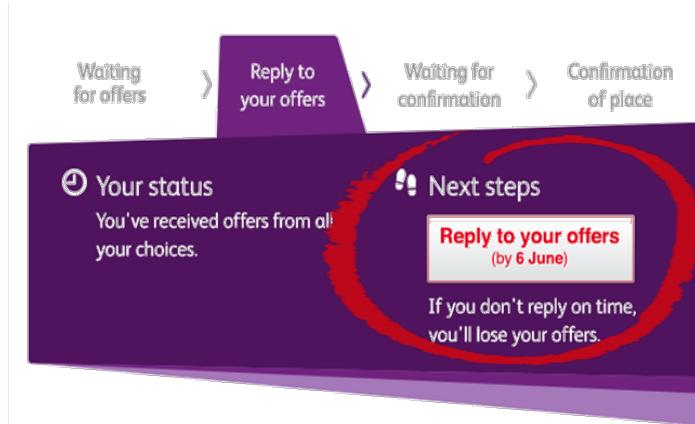
# Tracking applications

Track allows applicants to:

- follow the progress of their application 24/7
- see their choices and personal information
- view their offers
- reply to offers online

In Track, a student can hold up to two offers:

- **firm** – their first choice. If they meet the conditions of the offer they will be placed
- **insurance** – acts as a back up choice if they are not placed with their firm choice





# Replying to offers

Once you have decisions on all your choices, you can hold a maximum of two offers:

- one as a ‘firm’ acceptance – your first choice
- the other as an ‘insurance’ acceptance. This acts as a back-up if you do not get into your ‘firm’ choice

You must then decline any remaining offers.

Once all your decisions and replies have been made, if you are not holding an offer, you may be able to use Extra or Clearing to find available places.

# Other options

## **Extra** (25 Feb – 5 Jul)

Used all five choices and had no offers (or declined all offers/withdrew).

Add Extra choices for consideration one at a time via Track.

## **Clearing** (6 Jul – Oct)

Apply after 30 June, receive no offers, decline all offers, or not met conditions.

Find vacancies from 6 July, and add one choice via Track.

## **Adjustment** (up to five days in Aug)

Placed with firm choice, and did better than conditional offer.

Register in Track, then find another university or college. The new university or college adjusts the record.

# Additional help

**UCAS Customer Experience Centre**

0371 468 0 468

**From outside the UK:**

+44 330 3330 230

Monday to Friday, 08:30 – 18:00 (UK time)

**Find us online at:**

[www.facebook.com/ucasonline](https://www.facebook.com/ucasonline)

[www.twitter.com/UCAS\\_online](https://www.twitter.com/UCAS_online)



# Thank you

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