

# UCAS

## Making your UCAS Application



*A simple guide for parents and students*

# Unprecedented Choice



- 329 Universities and Colleges
- 50,000+ courses



# Two-stage Process

Gaining a place at university or college has two stages

- Research
- Self-Presentation (i.e. your UCAS application)

# Online Research

Online UCAS can help with:

- Ucascourse
- Entry Profiles
- Links to HE websites





# Paper-based Research

- 2010 *Directory* published in May
- New UCAS subject guides (Art & Design, Law, Healthcare) available from June

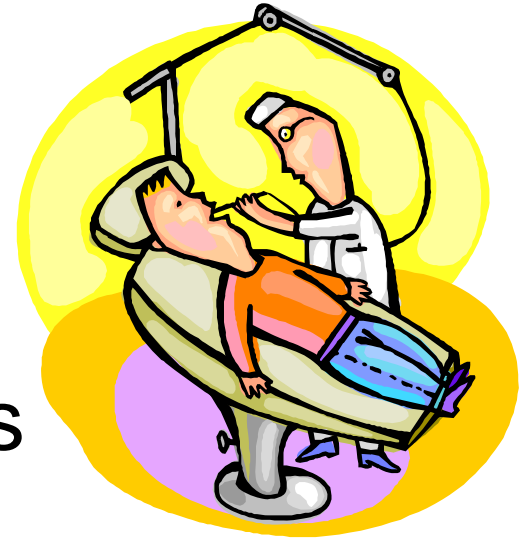
# Key Facts about the UCAS Scheme (1)

- 'Invisibility' each Uni. is only aware of its own application.
- Maximum of 5 choices
- Simultaneous consideration (except for Art & Design Route B)
- Conditional offers – 2 can be held
- August – confirmation of offers
- £21 Registration Fee

# Key Facts about the UCAS Scheme (2)

Some subject restrictions:

Dentistry, Medicine or  
Veterinary – max. 4 choices



Art & Design Route B – max. 3 choices



# When to Apply

1 September to 15 January

(15 October for Oxford University,  
Cambridge University, Medicine, Dentistry  
and Veterinary Science/Medicine)

For Art & Design course

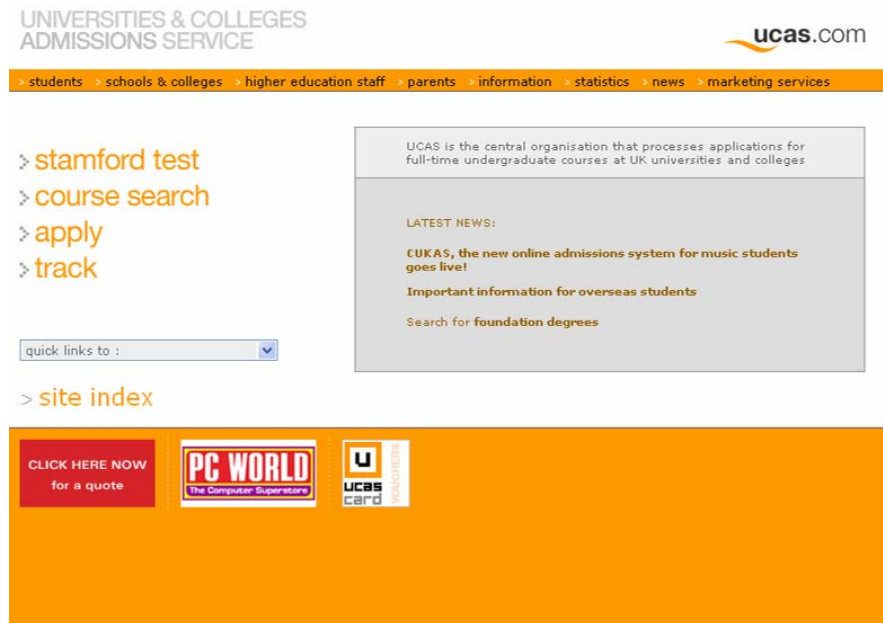
Route A 1 September to 15 January

Route B 1 January to 24 March



# Electronic UCAS

- For 2010 applications, schools/colleges will use **ucasapply**, a web-based application system.



The screenshot shows the UCAS website homepage. At the top left, it says "UNIVERSITIES & COLLEGES ADMISSIONS SERVICE". To the right is the "ucas.com" logo. Below this is a navigation bar with links: "students", "schools & colleges", "higher education staff", "parents", "information", "statistics", "news", and "marketing services". On the left side, there are links: "> stamford test", "> course search", "> apply", "> track", and "> site index". Below these links is a "quick links to:" dropdown menu. On the right side, there is a text box stating "UCAS is the central organisation that processes applications for full-time undergraduate courses at UK universities and colleges". Below this is a "LATEST NEWS:" section with two items: "CUKAS, the new online admissions system for music students goes live!" and "Important information for overseas students". At the bottom, there is a red button that says "CLICK HERE NOW for a quote" and two logos: "PC WORLD The Computer Superstore" and "ucas card".

# Applying Online (ucasapply)

- [www.ucas.com](http://www.ucas.com)
- Too apply follow screen menus



# Filling in your Application

- Every applicant has five sections to complete:
  - Course
  - Education
  - Employment
  - About you
  - Personal statement



# Listing your courses and institutions



# Your education details



# Your employment details



# Your personal details



# Personal Statement (1)

## What's special about the personal statement?

It's the only part of the application where you have the opportunity to bring yourself to life

- If done well, provided a 360% snapshot of the applicant
- Must be written in your own words (not lifted off the internet!)





# Personal Statement (2)

## What's it for?

- Amplifies your academic achievement
- Opportunity to explain more about your current studies (for example, you are taking statistics as part of AS Maths)

# Personal Statement (3)

## What should go into it?

Plenty of solid evidence to tell HE selector what you're like:

Level of commitment and motivation

Self-reliant and well-organised

Interested in and aptitude for subject

Good team-worker





# Personal Statement (4)

**How should it be written?**

- Structured
- Clear, concise, precise
- Avoid waffle and inappropriate language (it's not a phone text message!)



# The Importance of the Reference

## **Who will write it for me?**

- The reference will be written by a member of staff at your school or college
- Many schools and colleges are happy to show you what they intend to write about you.



# My application has been sent to UCAS, what happens next?

- UCAS will send you an acknowledgement
- Copies of your application will be speedily sent to your choices
- [www.ucastrack.service](http://www.ucastrack.service)



# ucastrack

- Allows you to view your own record
- 24 hours 7 days per week access
- Shows choices, offers, personal information
- Password on Acknowledgement letter
- Can use it to reply to offers

# Clearing

- Operates in late August/September
- Gives you a final chance if you have not been placed anywhere
- Vacancy information in newspapers and on the web
- You have to take the initiative to contact an HEI which has vacancies



# UCAS EXTRA

An opportunity to submit more single applications if you have been unsuccessful in your other choices.





# Adjustment

Applicants who get better results than expected for firm choice can reconsider where and what to study

# Contacting UCAS

- UCAS Applicant Enquires

0870 1122211

