UCAS University Application Process

Deadlines

October	Oxbridge, Vet, Medical and Dentistry Applications
Half term (Oct)	All other applications

Register on UCAS (in Pastoral June of Yr 12) → Start filling in Application (in Pastoral June of Yr 12) → Start to write Personal Statement (in Pastoral June of Yr 12) → Check Personal Statement (with form tutor or head or deputy head of Sixth Form) → Complete application form (check qualifications with Mrs Frankcom if unsure) → Finished application form? Pay/Send option on UCAS website → Print out a copy of application form pass to Mrs Frankcom (along with a cheque if not paying online)

June **Sept**

Application is checked for errors and returned if necessary → Make amendments if returned and use Pay/Send option again → Application is correct. Application is passed to Mr Gavin → Reference is written by one of the Sixth Form Team (Head of Sixth, Deputy Head of Sixth or Form Teacher) → Reference is sent to Mr Gavin for predicted grades → Application is passed to Mrs Frankcom for processing → Final check of application, reference and predicted grades added

Application is sent to UCAS – it now can not be amended or returned → Students can check on Track for offers → Wait for all offers → Accept Final and Insurance choices on UCAS website → No Offers UCAS will offer clearing options → Results Day If your results do not meet entry requirements you will be in clearing → In clearing Contact UCAS