

Applying for Higher Education Courses – guidelines

June/July/August

Start your research into suitable courses – what would you like to study? Where would you like to study? Do you want to spend sometime on a placement or abroad? What are the entry requirements for the courses that interest you? Can you achieve these requirements? What do your teachers think?

Look at prospectuses, visit websites.

Arrange to attend open days

Use the UCAS website to look at finding suitable courses. You need to register and decide on a password. Record this somewhere safe!

If you are thinking of applying for medicine, dentistry, veterinary medicine or veterinary science, or to Oxford or Cambridge Universities let your tutor and Director of Sixth Form know.

Talk to your tutor, a careers adviser,

Start work on your personal statement – you can do this on the UCAS website.

September - October

Review which subjects you should continue with now that you have your exam results. Talk to your parents, your subject teacher, your tutor, a careers adviser for their advice on what you should do.

Continue your research into suitable courses and visiting colleges of interest to you/ Find out if there is anyone locally who is already a student there who you could talk to.

Work on personal statement – give your tutor a hard copy for proof reading/editing

Use the UCAS website to familiarise yourself with the application process. Complete a draft UCAS or Nursing Midwifery Admissions Service application form. Check that you know GCSE results, exam boards, AS results, Exam Boards and whether or not AS results have been cashed in or not.

If you are planning to take an HE course in art, you need to apply directly for a one year foundation course at art college and collect samples of your artwork for your portfolio. See Mr Plant or Mrs Thompson for further advice.

Complete application forms for Oxford or Cambridge. Send application to University and UCAS form to UCAS. Can all be done on-line.

October 15th deadline for all applications for medicine, dentistry, veterinary medicine or veterinary science, or to Oxford or Cambridge Universities

Complete UCAS form and personal statement by October half term. It is better to apply early.

October – December

Application acknowledgement will be received from UCAS.

Interviews for medicine, dentistry, veterinary medicine or veterinary science, or to Oxford or Cambridge Universities

January – March

Universities and colleges make decisions on applications and may invite you for interview.

Offers will be made. If you do not receive any offers, UCAS will automatically send you an extra passport . You can then contact institutions which still have vacancies to see if they will consider you.

April – June

By May, you should have heard from all your chosen institutions. Discuss your offers with your tutor and teachers, and decide which 2 you will accept and reply to UCAS. If you have applied through NMAS you will receive either unconditional offers or rejections.

If you did not receive any offer through UCAS, your application is automatically put into clearing.

July – September

Be available on results day!

If you have received the results you require, your offer, or your reserve offer will be confirmed.

If your results are not what you require but are close to the grades you needed, contact the university directly to discuss whether or not you will be accepted onto the course.

If you do not have an offer confirmed, you will automatically be put into clearing, and be sent a Clearing Entry Form with your unique UCAS reference number, a clearing reference number, and your exam results.

Details of how to proceed with clearing are available at www.aimhigher.ac.uk/