

MAKING A

UCAS application



▶▶ **UCAS (UNIVERSITIES & COLLEGES ADMISSIONS SERVICE) IS RESPONSIBLE FOR MANAGING APPLICATIONS TO ALMOST ALL FULL-TIME UNDERGRADUATE DEGREE PROGRAMMES AT UK UNIVERSITIES AND COLLEGES.**

Applicants are generally allowed up to five choices of course through UCAS. However, this is reduced to four if you are applying for Medicine, Veterinary Science/Medicine and Dentistry. You can choose a fifth non-medicine course. You can apply for one course at either Oxford OR Cambridge in an application cycle.

KEY DEADLINES

- 15 October: Deadline for applicants applying to Medicine, Veterinary Science/Medicine, Dentistry, Oxford or Cambridge
- 15 January: Deadline for all other applications
- 24 March: Some Art and Design courses have this extended deadline for submission as they require a portfolio

APPLYING

The UCAS form consists of several sections that ask for your personal details, choices, qualifications and any employment history. Make sure you note down your username, password and Personal ID.

In addition you will also be required to submit a personal statement; this is arguably the most important part of your application. Many Universities provide helpful guides on how to write a fantastic personal statement, and UCAS Apply provides some useful information too. Your teacher will also provide an academic reference.

UCAS charges £24 for up to five choices, and £18 for a single choice.

AFTER APPLICATION

Universities will review your application and make a decision. If you are made an offer from a university it will be either Unconditional or Conditional. Unconditional offers are usually made to applicants that have already completed their exams and meet the entry requirements. Conditional offers are more common – and are usually based on your predicted grades. Some universities may have additional criteria, such as passing a pre-interview test or attending an interview. The conditional criteria must be fulfilled before students can be accepted onto the relevant course.

Once you've heard back from all of your choices, you can make a decision on your Firm (first choice) and Insurance (back up choice) universities. Generally you should ensure that your Insurance choice university requires lower grades than your firm choice.

If you haven't received offers from any of your five choices, you may want to consider using UCAS Extra. This is a system before results are published which gives applicants an opportunity to apply for another course.

RESULTS

Depending on your qualification, results are published either before or during August. If you meet the conditions for your Firm or Insurance choice, your place will be confirmed. If you exceed your results, you may wish to go into Adjustment. If you don't meet the conditions of your Firm and Insurance choices then it is worth checking with the university to see if they'll still accept you. If this isn't possible, you can try and secure a place through Clearing. This process is for applicants who have not secured a place at a university. It enables them to apply for course vacancies after results are published. You'll be able to check all of your details through UCAS Track

UCAS contact details

08714 680 468

ucas.com

TOP 10

IN THE *GUARDIAN*
UNIVERSITY GUIDE 2018

93%

EMPLOYABILITY OR IN
TRAINING SIX MONTHS AFTER
GRADUATION HESA 2016

2,300+

PLACEMENT
PROVIDERS



Guildford, Surrey, GU2 7XH
+44 (0)1483 689 902 | study@surrey.ac.uk | surrey.ac.uk

