

UCAS: How to apply

Parent and Guardian Guide

Research

Students should start their research early when it comes to choosing a university.

It is really useful for them to attend Open Days, Taster Days, Virtual Events, Applicant Days. These are great opportunities to visit the university, meet academic staff and current students.

They will be able to get a real understanding of what to expect both from the university and the course of interest.

It all starts with an Open Day. Get a true feel for life at ARU and what it's really like to study here. To sign up to an Open Day visit: aru.ac.uk/opendays

UCAS Hub

Students with UK or EU settled/pre-settled status can apply for a full-time undergraduate degree through UCAS.

All students will need to register with the UCAS Hub which will provide them with all the tools and information they need to explore their options including subject choices, apprenticeships, personal statements and much more.

UCAS the Basics

- Applications are made through the UCAS Hub online.
- Students can apply for up to 5 courses and/or university choices.
- Fee: £22 for one choice and £26.50 for 2 or more choices.
- The student will need to complete a personal statement.
- Predicted grades will also need to be provided and the FE institution will be asked to provide a reference.

Tips

- Before the student starts their application, it's best to ensure they are prepared. They will not have to complete the application in one go, they can save it and return later, but there will be things that they will need along the way.
- Ensure that they have their documents ready – GCSE results, predicted grades, passport/national insurance number, employment history, and volunteering dates and UCAS course codes. Check the UCAS website for up-to-date information.
- Applying for university will take around 90 minutes, so set this time aside.
- Have a professional looking email address.

Application Process

- Go to UCAS Apply (ucas.com/students)
- Select **2022 entry** and select **Go to your hub**.

The student will need to register their details the first time they enter the hub.

The main areas they will need to complete will be:

- Buzzword for their HE Institution
- Personal details
- Support needs/requirements
- Completed qualifications
- Pending qualifications
- Paid/voluntary employment
- Personal statement
- Payment (£22 for one choice/£26.50 for more than one choice – correct as of August 2021)

Once they have completed all of their details, they will need to simply submit their application, which will be forwarded to their FE institution to complete the reference section. They will be able to track their progress and amend some personal details via the UCAS Hub Track.

June to September

Consider different courses and universities – research is key!
Register on the UCAS hub and familiarise yourself with the application process.

4 May 2021: UCAS Undergraduate search tool will go live for 2022 applications

18 May 2021: UCAS Undergraduate application system will go live for 2022 applications



7 September 2021: Applications can be submitted on through UCAS (although they will be open until the 26th January 2022).

Consider how to strengthen your personal statement – the summer can be used to secure work experience, attend summer school or widen your reading in your area of interest.

15 October 2021

Any applications for **Oxbridge** and also courses in **medicine, veterinary medicine/ science and dentistry** should be submitted by 15 October 2021 at 6pm.

UCAS



October 2021 to June 2022

Attend **Open Days, Taster Days, Virtual Events, Applicant Days**. Where offered, apply for accommodation, and also seek out support where needed.

UCAS

26 January 2022

This is the main UCAS deadline for the majority of undergraduate courses. The deadline will be the last Wednesday of January at 6pm.

If you're applying through your school/college, please check their deadline, and follow this to get your application in on time and to get the correct support. This gives them enough time to read your application, check you've entered your qualifications correctly, write and attach your reference, and submit your application.

February 2022

From February **Student Finance England (SFE)** will **open applications** – see [gov.uk/student-finance](https://www.gov.uk/student-finance).



25 February 2022

UCAS Extra Opens – If you do not hold an offer for your chosen course, you will have another opportunity to add a further choice through Extra.

End of May 2022

Student Finance applications will close – ensure you have completed your application in full to guarantee your student loan to be in place for the start of your university course.



19 May 2022

Universities have until 6pm, to **make a decision on your application** if you applied prior to the 26 January 2022 deadline.

9 June 2022

If you receive all offers by 19 May, you will have until 9 June 2022 to **accept your offer**.

30 June 2022

Any applications received after 30 June 2022, will be entered into the Clearing process.

14 July 2022

If you receive all offers by 13 July 2022, you will have until 14 July 2022 to **accept your offer**.



5 July 2022

Clearing opens

13 July 2022

Universities have until 6pm, to **make a decision on your application** if you applied prior to the 30 June 2022 deadline.



2022 Results day

Date to be confirmed.

Results day is the day you will secure your place at university.

If you didn't get the grades you were expecting, don't panic, there is lots of support available around clearing and you will be supported to find an alternative place to study.

September/October 2022

University will start – Good luck!!!

Enjoy welcome events and take opportunities to network.





Terminology explained

UCAS

Universities and Colleges Admission Service

Buzzword

A unique term that links a student's application to their college

Personal Statement

An opportunity for a student to inform universities of their skills.

Reference

Written by a college representative, to provide information on a student

Student Finance England (SFE)

Provide financial support for students through student loans

UCAS Extra

If the student has no offers but used all 5 choices, they can select a further university choice.

UCAS Clearing

A process to aid students to find a university place if they do not hold an offer once they receive results, or if they apply late.

Get in touch

If you have any questions, please get in touch our Schools and Colleges Engagement Team or the Admissions Service at:

Email: answers@aru.ac.uk

Webpage: aru.ac.uk/study/undergraduate/how-to-apply

Call: 01245 686868

Conditional Offer

Academic requirements must be met by the student as a condition of the offer

Unconditional Offer

Student has met all academic requirements for offer.

aru.ac.uk/study/more-information-for-applicants/what-happens-next

Decline

A student can decline an offer that is not right for them.

Firm Acceptance

A student's preferred choice. If they meet the conditions this is where they will study

Insurance Acceptance

A student's back-up choice. If they do not meet the conditions of the firm choice but meet the conditions of their insurance choice, this is where they will study.