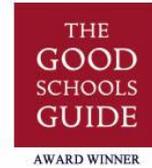




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May 2018

Dear Students

Well, this is my final letter to you and I would like to take this opportunity to wish you all the very best for the future and I hope that you will come back and see us in the years to come.

I have outlined below some possibly useful information from UCAS regarding university places so please read this letter carefully as you may wish to keep it for later use. You will be able to collect your results from the main hall on Thursday 16th August 2018 between 7.45am and 10.30am. There will be members of staff here to help you, should you need it.

Some students will receive notice of confirmation from their chosen university via UCAS on the morning of Thursday 16th August 2018 or are able to find out their status through the UCAS online enquiry service (UCAS Track). Applicants must log into Track to read their confirmation letter. This gives you access to your individual record via the UCAS website (www.ucas.com) by using your application number and unique password. It is updated several times during the day and so changes to status can be seen. If you have not heard this does not necessarily mean that you have been unsuccessful. The university or college may not have made their decision in time for UCAS to send a letter or the postal service may be slow.

Students who receive confirmation on Thursday 16th August 2018 should not assume that they have achieved the examination results of the conditions of the offer. It may just be that the university has decided to offer the place despite the grades achieved. Some universities may choose to offer a place on a different course should you not meet their conditional offer.

How applicants can contact UCAS:

- Online
- By phoning 03714680468
- To check the status of your application, applicants should use **Track** at www.ucas.com
- **Facebook** and **Twitter** give you a chance to ask questions and see what others are asking
- Applicants can follow UCAS on Twitter at www.twitter.com/ucas_online, or use their dedicated clearing feed at www.twitter.com/ucasclearing
- Applicants can watch videos of UCAS advisers answering frequently asked questions on **YouTube** at www.youtube.com/ucasonline
- There are also many video guides to help applicants with the next stages – check out www.ucas.tv

The following advice has been given about contacting the universities and colleges:

- Use the online applicant service (UCAS track) where possible and make sure you have your password available
- If you have met the conditions of your offer, there is no need to ring your university
- If you have narrowly missed the conditions, ring but be prepared to be patient. (We suggest that you bring your mobile phone (fully charged) with you and your UCAS application number when you come in to collect your results).



Applicants who know they are unsuccessful will become eligible for clearing. UCAS tell me that you will be able to search clearing vacancies from 5th July. **It is advisable to ring institutions direct if there is a place you would like to take up.** If you have met and exceeded your original conditional firm (CF) offer you are eligible for 'adjustment'. **Adjustment is available from Thursday 16th August until 31st August.** You only have five 24 hour periods (including weekends) within this time to use it, starting from when your CF offer changes to unconditional firm (UF), or on A level publication day – whichever is the latter. If your offer goes UF within five days you'll only have whatever time is left. It means you have a very short time to reconsider where you want to study. It is your responsibility to contact a university to discuss an adjustment place. This is entirely optional and many will not want to try and find an alternative place as nothing beats the careful research you undertook to choose the right course.

UCAS tell me they will publish an interactive course vacancy service on the UCAS website from 5th July 2018 (the website also links to university and college home pages). Last year UCAS sent an advisory letter to every applicant in June/July which will provide a comprehensive guide to sources of vacancy information.

Good luck, and don't forget that we are here to help should the need arise.

Yours sincerely



Ms C Bach
UCAS Co-ordinator

