

UCAS

Confirmation and Clearing 2010



St John Rigby College

UCAS Confirmation and Clearing 2010

What happens at Confirmation?

Confirmation of places at universities and colleges takes place following the release of summer examination results. UCAS will start to send out confirmation letters (AS12) on Wednesday 18th August, the day before you receive your examination results. You may receive your letter on the morning of 19th August.

What happens if I meet the conditions of my firm (F) choice institution?

You will be placed there. UCAS will send you a confirmation letter (AS12) confirming the place. This letter includes a reply slip with guidance on the action you should take.

What happens if I do not meet the conditions of my firm (F) choice institution?

You may still be offered a place and will receive a confirmation letter (AS12). If not, but you have met the conditions of your insurance (I) offer, you will be placed at that institution and will receive your confirmation letter (AS12), as explained above.

If I don't receive a confirmation letter on the 20th have I been unsuccessful?

No. The university or college may not have made their decision in time for UCAS to send you a letter, or the postal service may be slow. You can 'Track' the status of your application from the morning of 19th August by entering www.ucas.com. You will need your **UCAS application number** and your **Track username** and **password**. Representatives from some of the popular institutions with SJR students will be in college on results day. They may be able to confirm your place for you.

Do I have to take up my place following confirmation?

You are expected to honour your commitments. If you are placed at a university or college in the UCAS application system, you are expected to take up that place or withdraw from the application cycle unless you are eligible to use the 'Adjustment' process. Other than 'Adjustment', UCAS do not normally allow transfers. It is important that you speak with your Personal Tutor before you make any decision to withdraw your application or use the 'Adjustment' process.

What is 'Adjustment?'

If you have exceeded the conditions (grades) of your firm choice then you will be allowed **5 calendar days only** to reconsider where and what to study. Please discuss this first with your Personal or Senior Tutor before registering for 'Adjustment' on Track. There are a number of implications which need to be considered.

What happens if I fail to meet the conditions of both my firm (F) and insurance (I) offers?

You may be offered a place on a different course at one of those institutions. This is indicated on Track by the symbol UCC and you will receive a confirmation change letter AS12C. You are not obliged to accept the offer and **you only have 5 calendar days to reply to a changed course offer**. You should speak with your Personal Tutor if this happens.

If you are unsuccessful you will be eligible to enter 'Clearing.'

What is Clearing?

You will be eligible for clearing if;

- You have not received any offers
- Your place at university is not confirmed after the publication of examination results

You are strongly advised to contact your Personal Tutor to discuss your situation before entering Clearing. They have additional information available and can offer you individual advice and guidance.

Details regarding Clearing Vacancies are available in College.

Should I contact universities if I have a problem?

Staff in admissions offices are working extremely hard around the time that results are published.

- Use Track wherever possible as it may prevent the need to make a telephone call. Students who have lost their username or password should contact their Personal Tutor or the **UCAS Customer Service Unit** on **0870 1122211**. Your Personal Tutor will be available to offer guidance and direction with issues and concerns.
- If you have met the conditions of your offer – there is no need to contact the university.
- If you have narrowly missed the conditions – ring the university but be prepared to be patient.

Clearing Vacancy Information 2010

1. UCAS website.

UCAS will publish an interactive course vacancy service on www.ucas.com from Thursday 19th August until the end of September. The information will be updated continually throughout the Clearing period.

2. Newspapers.

The Independent and **The Independent on Sunday**

Please note that official course vacancy information is only published by UCAS, The Independent and the Belfast Telegraph.

Information about the Independent's UCAS Publications was not available at the time of this leaflet going to press, however we anticipate the following publications.

Daily from Thursday 19th August to Friday 27th August and then on Thursday 2nd September and Thursday 9th September.

In addition, we expect that they will also publish the following features:

Sunday 15th August The Parent's Guide

Monday 16th August Gap Year Guide

Tuesday 17th August Clearing Guide

Wednesday 18th August Finance and Bursaries

3. 'Which Way' Magazine.

All applicants will receive a copy of this magazine by Wednesday 18th August.

4. UCAS Helpline

This service is available on 0871 468 0 468 from Thursday 5th August. This is not a vacancy information service and students should have their Personal ID number available.

5. More information

Can be found at www.bbc.co.uk/surgery

6. Financial Support

You should have already applied for financial help towards the cost of tuition fees and living costs. If you have not, then you should do so now. To apply you should contact your local authority or visit www.direct.gov.uk/studentfinance for more information.

If, after applying for financial support, you will now be attending a different institution or studying a different course, you must contact the relevant authority to inform them of the changes. For further information contact **Student Support Free phone** on **0800 731 9133**

7. Personal Tutors.

They will be able to provide advice and guidance on issues relating to examination results, university and college applications, seeking employment etc. There will be someone in college on the 19th and 20th August. After this date there will be limited staff availability due to college enrolment. Telephone college on 01942 214797 if you need to speak to someone.

Anne White

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