

A background photograph of three students sitting on a concrete ledge outdoors. On the right, a young man with a beard, wearing a denim vest over a grey long-sleeved shirt and blue jeans, is smiling and looking towards the left. He is holding a blue folder or book. In the center, a young woman with long pink hair, wearing a white sweater and blue jeans, is also smiling and looking towards the left. She is holding a black folder or book. On the far left, the back of a student's head wearing a black beanie is visible. The background is a blurred urban setting.

# Applying through UCAS

Last updated April 2023

UCAS

By the end of this, you will be able to:

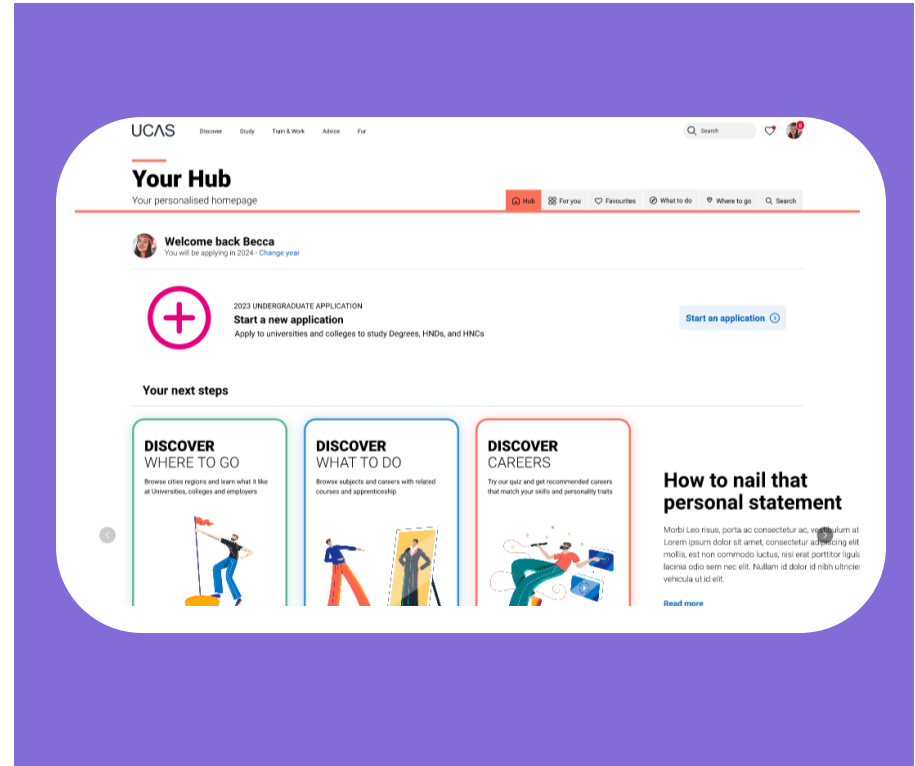
- identify the tools to **help** you
- explain how to **apply** to a UK university or college
- list key application **dates**
- know how to **track** your application



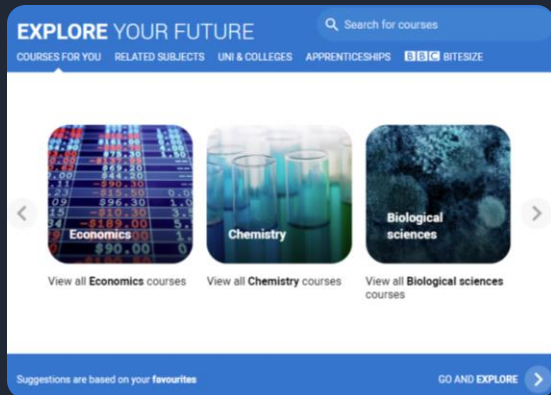
# Starting your research

Register with the UCAS Hub to:

- explore careers, subjects, places, and apprenticeships
- find and favourite over 35,000 courses
- search for open days, events and virtual tours
- turn predicted grades into UCAS Tariff points
- speak to those in the know using [Unibuddy](#)
- speak to career, higher education, and application specialists by attending [Hub lives](#)
- take the [UCAS Quiz](#) to find your career matches
- start your application



# Personalised tools to help

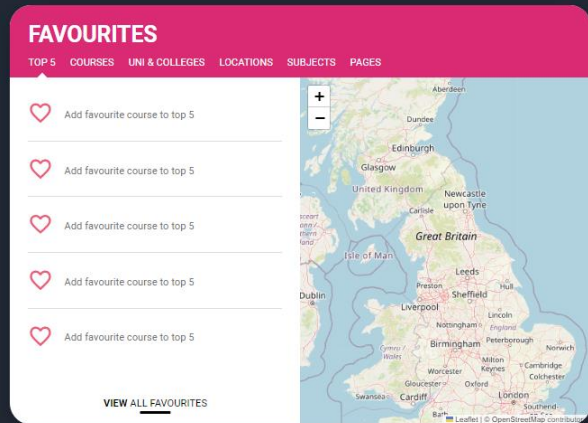


## Explore your future

Discover what to do with subject, industry, and career guides; discover where to go with city, employer and accommodation information. Explore apprenticeships and course opportunities for you. Favourite as you go.

## Your favourites

Search for courses, use to decide your top 5 choices, manage, keep those favourite information pages to hand. Manage and edit at any time.

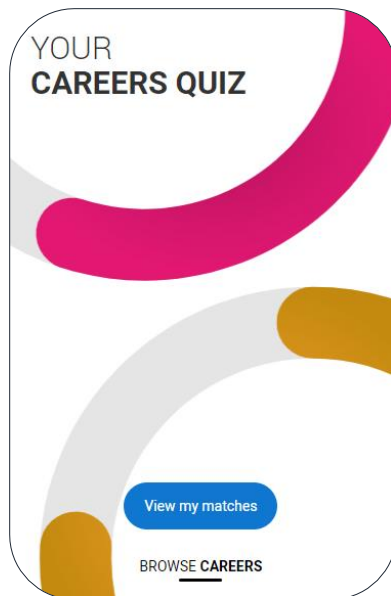


# Personalised tools to help

## UCAS Quiz

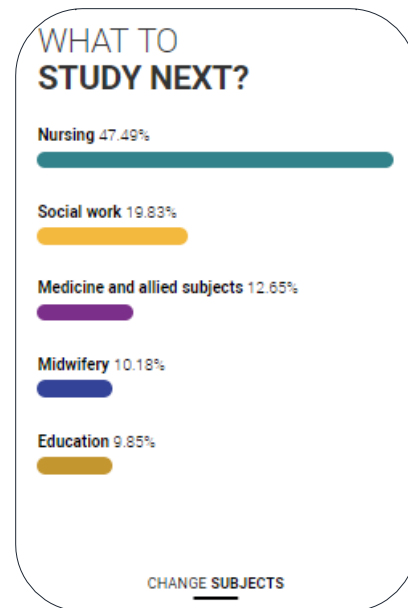
Find job and career ideas matched to your personality.

Plus a list of courses previous students studied in order to get there.



## What to study next?

Broaden your horizons by exploring another subject area, that student's who did your qualification went on to study.



# Our advice and events

## UCAS Hub lives

Join our [live sessions](#) hosted by expert panels.

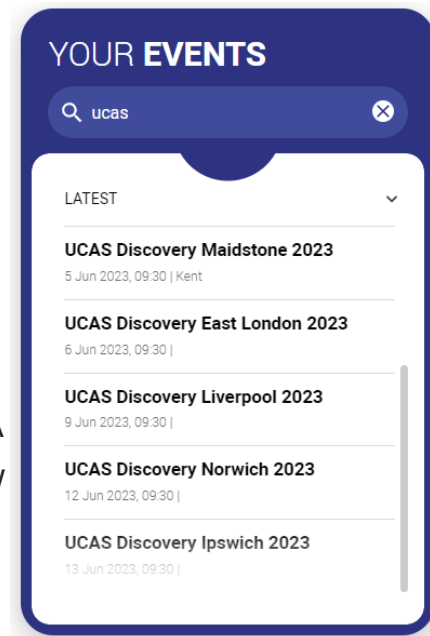
Ask questions to help you make an informed decision about the right path for you. University, apprenticeships or the world of work.



## UCAS Discovery

Events and open days are presented based on your preferences.

Register straight from the Hub for our UCAS Discovery 'The Big Q&A Tour', with exciting new zones covering all pathways.






# UCAS Exploring Apprenticeships

From UCAS Hub you can easily explore apprenticeships; learn more information and see a live selection of apprenticeship vacancies.

Set alerts to stay up to date.


## APPRENTICESHIP OPPORTUNITIES

Search for apprenticeships

**Software Developer Degree Apprentice, Ware UK, 2023** 

Ware, Hertfordshire  
A competitive starting base salary of £18,000 per year, which increases after year 1

Apply for this job

**R&D Laboratory IT (Digital & Tech) Degree Apprentice, Stevenage, 2023** 

Stevenage, Hertfordshire  
A competitive starting base salary of £18,000 per

**FIND MORE**

### Found 504 jobs

Browse Search

Keywords  
Keyword

Location  
Location

Within 5 miles

☐ Nationwide  
☐ Homeworking

► Specialism

► Sector

▼ Role Type 2 selected

☒ Apprenticeship  
☐ Other work and training

► Start Date

Get new jobs for this search by email

Create alert

**TOP JOB**


**Radio Access Optimisation Apprentice (Virgin Media)**

- Leeds, Hammersmith, Runcorn, Wythenshawe
- £23,000
- Estio Training

Level 3 Radio Network Technician About the company: We're Virgin Media O2 and we're here to upgrade the UK. Virgin Media O2 combine...

View details

10 days ago ☆ Save

**Software Developer Degree Apprentice, Ware UK, 2023** 

- Ware, Hertfordshire
- A competitive starting base salary of £18,000 per year, which increases after year 1
- GSK

Join GSK's R&D (Research and Development) Apprentice Programme – Ware UK, 2023: Help us get ahead of disease together

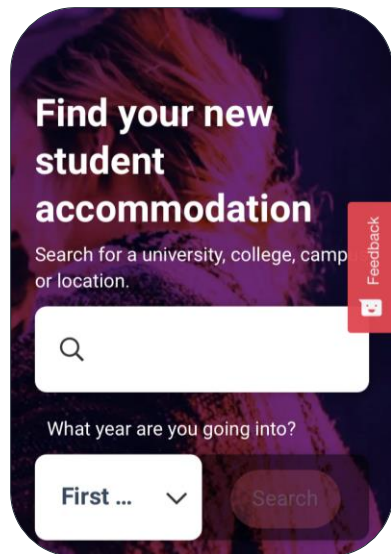
View details

4 days ago ☆ Save

# What else do you need?

## Accommodation

High on the list when considering where to study, but it's not always easy to compare what's on offer. Understand what options there are using our [accommodation search](#).

A screenshot of the UCAS Accommodation Search interface. It features a dark purple background with a blurred image of a person. The main heading is "Find your new student accommodation" in white. Below it is a search bar with a magnifying glass icon and the text "Search for a university, college, camp or location." To the right of the search bar is a red "Feedback" button. Below the search bar is a dropdown menu labeled "What year are you going into?" with a "First ..." option and a "Search" button.

## Personal Statement Builder

Designed to help you think about what to include, and how to lay it all out. It counts how many characters you've used, so it's easy to see when you're close to the 4,000 character limit.

A screenshot of the UCAS Personal Statement Builder interface. It features a yellow background with a large black pen nib icon. The main heading is "PERSONAL STATEMENT BUILDER" in black. Below it is a text input area with the text "4000 characters of 4000 remaining". At the bottom is a blue button labeled "View personal statement guides" and a "CONTINUE WRITING" button.



# Choosing the right place for you

- **Style** – from traditional, with a focus on subject-based courses and research, to modern universities/colleges, with a greater focus on vocational courses.
- **Location** – some are in large cities, others in small towns, by the coast or in the countryside – it's all a major influence on the environment and lifestyle.
- **Size** – larger universities can have more than 20,000 students, whereas some of the smallest have only a few thousand.
- **Culture and facilities** – influenced by a range of factors, including the diversity of students who attend.
- **What graduates do** – all universities collect destination statistics; it can be useful to find out what jobs or further study students go on to.
- **Tuition fees** – can vary between universities and colleges; check if there are scholarships or bursaries available.
- **Living costs** – accommodation, transport, and food can vary enormously.

# Choosing the right course for you

- What does the course cover?
- Courses with the same title may be very different.
- Look carefully at the core course content, and the range of optional studies/modules available.
- Which modules are the most interesting and relevant to your career aspirations?
- See if the course or university/college offers any internship, placement, or study abroad opportunities.
- How is the course taught – structured teaching, or more independent research?  
How many lectures are there, and how much group work will be done in seminars?
- How is the course assessed?

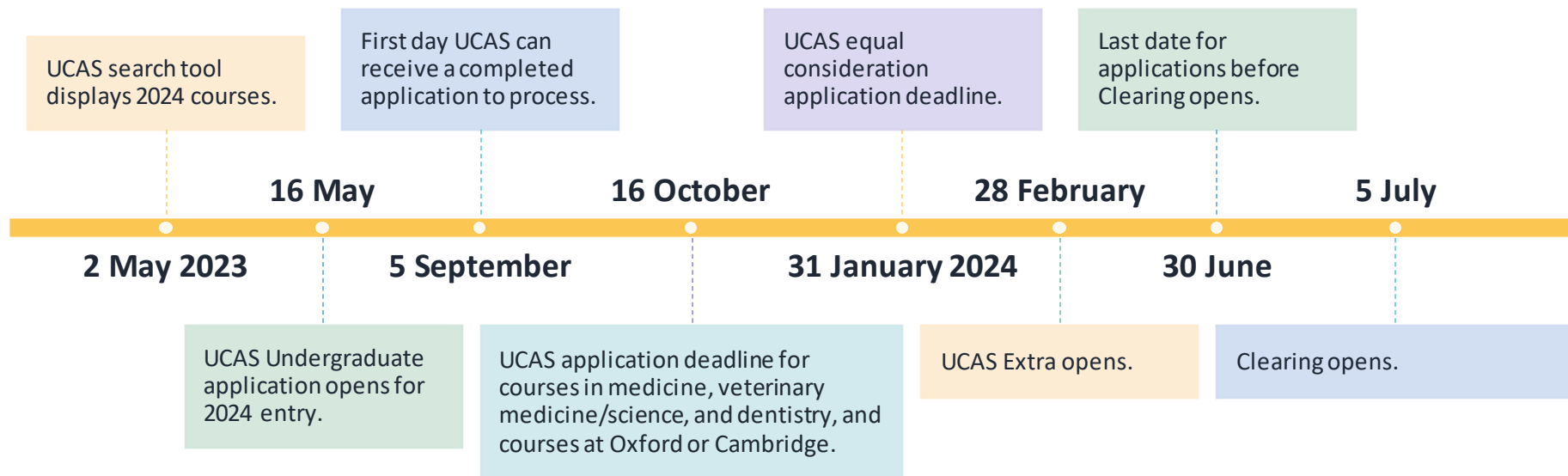


# University/college

How to apply

UCAS

# When to apply for 2024 entry



# Key facts

- To start an application you need to register with [ucas.com](https://ucas.com), you can register at any time.
- From **16 May 2023** you'll be able to start an application.
- Universities and colleges **can't see** your other choices when you apply.
- Apply by the **equal consideration date**.
- You have up to **five choices**, unless applying to study medicine, veterinary, medicine/science, dentistry – then it's **four choices**.
- You **can't apply to BOTH** Oxford and Cambridge.
- Applying **costs** £27.50.



2024 UNDERGRADUATE APPLICATION

**Start an application**

Apply to universities and colleges to study Degrees, HNDs, and HNCs

# Linking to a school

- If you're applying with the help of a school, college or centre you should enter their 'buzzword' to link your application to them.
- The buzzword is a unique code set by your school, college or centre.
- By linking your application you're giving your school, college or centre permission to view and track your application.
- It also means they'll provide you with a reference, and send your application to UCAS on your behalf.

The image shows a digital interface for linking an application to a school. It features a purple background with a white rounded rectangle in the center. Inside the rectangle, the text 'Are you applying from a school, college, or centre?' is displayed. Below this text are two circular buttons: a teal one labeled 'Yes' and a pink one labeled 'No'. Below these buttons, the text 'Select Yes here.' is shown, followed by a dark blue button with the text 'START >'.



# Application

## Profile:

- Personal details
- Contact and residency details
- Nationality details
- Supporting information
- English language skills
- Finance and funding
- Diversity and inclusion\*
- More about you

\* (for students with a UK home address)

The screenshot displays the UCAS application profile interface, which is organized into a grid of sections. Each section has a title, a brief description, and a status indicator at the bottom. The sections are as follows:

- Personal details >**  
Name, age, title, and gender  
Status: **Section complete** (indicated by a green bar and a checkmark icon)
- Contact & residency details >**  
Address, email, telephone, and where you live  
Status: **Start this section** (indicated by a blue bar and a circle icon)
- Nationality details >**  
Country and nationality details  
Status: **Start this section** (indicated by a blue bar and a circle icon)
- Supporting information >**  
Status: **Section in progress** (indicated by a blue bar and a circle icon)
- English language skills >**  
Is English your first language?  
Status: **Start this section** (indicated by a blue bar and a circle icon)
- Finance & funding >**  
Tell us how you'll fund your study  
Status: **Section in progress** (indicated by a blue bar and a circle icon)
- Diversity & inclusion >**  
Only shared with a provider once you have a place or your application is archived  
Status: **Start this section** (indicated by a blue bar and a circle icon)
- More about you >**  
Tell us about any circumstances that you might need support for during your studies  
Status: **Start this section** (indicated by a blue bar and a circle icon)

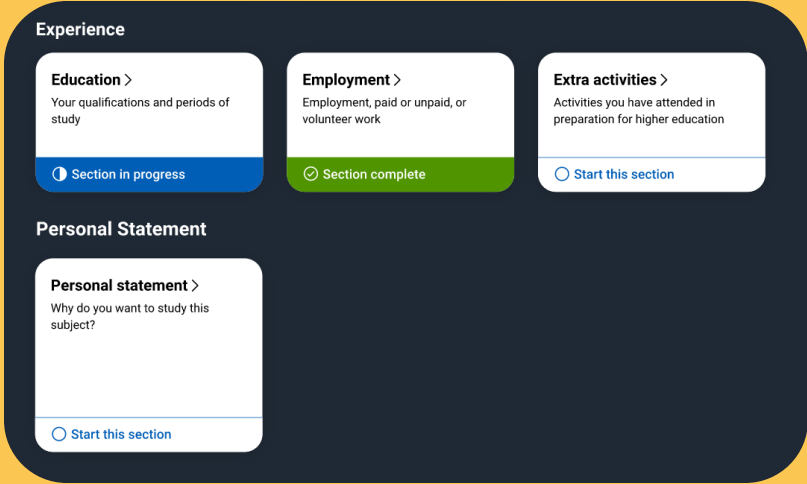
# Application

## Experiences:

- Education
- Employment
- Extra activities\*
- Personal statement
- Reference\*\*
- Add choices – up to five

\*(for students with a UK home address)

\*\* (not visible for students linked to their school/college)



The image shows a screenshot of the UCAS application progress dashboard. It features a dark blue background with rounded corners. At the top, the word 'Experience' is written in white. Below it, there are three white boxes with rounded corners. The first box is titled 'Education >' and contains the text 'Your qualifications and periods of study'. Below this box is a blue bar with a white circle and the text 'Section in progress'. The second box is titled 'Employment >' and contains the text 'Employment, paid or unpaid, or volunteer work'. Below this box is a green bar with a white circle and the text 'Section complete'. The third box is titled 'Extra activities >' and contains the text 'Activities you have attended in preparation for higher education'. Below this box is a blue bar with a white circle and the text 'Start this section'. Below the 'Experience' section, the word 'Personal Statement' is written in white. Below it, there is a white box with rounded corners titled 'Personal statement >' containing the text 'Why do you want to study this subject?'. Below this box is a blue bar with a white circle and the text 'Start this section'.

# The personal statement



The only section you have full control over



Your only chance to market yourself as an individual



The same for all of your choices



A maximum of 4,000 characters, or 47 lines



A minimum of 1,000 characters



There isn't a spelling or grammar check



No formatting allowed

UCAS' similarity detection service:  
every personal statement is run  
through software to check for  
plagiarism.

# Start early

Include:

- academic achievements, past and present
- why you're interested in the subject area
- your knowledge of the course area
- your enthusiasm to go beyond the syllabus
- what you enjoy about studying
- details of your independent study skills



# Consider...

Universities and colleges will consider:

- Have you chosen the course for the right reasons?
- Can you achieve in a new learning environment?
- Do you have a range of interests and aptitudes?
- Do you have a depth of interest in the subject?
- Have you studied independently?
- Do you appear motivated and committed?
- Do you have good numeracy and literacy skills?





PERSONAL STATEMENT BUILDER

4000 characters of 4000 remaining

Writing about the course

Why are you applying for your chosen course(s)?

Write your text here...

Why does the subject interest you?

Write your text here...

Why do you think you're suitable for the course(s)?

Write your text here...

Do your current or previous studies relate to the course(s) that you have chosen?

Write your text here...

Skills and achievements

Work experience and future plans

Preview

Save & close

## PERSONAL STATEMENT GUIDES

Help write your personal statement with a guide tailored to the subject you wish to study.

Explore Uni & colleges For you Favourites Search





# Decisions

Universities and colleges will review the:



personal statement



qualifications



reference

They may also ask for:



admissions test



interview



portfolio/audition

# Tracking your application



2023 UNDERGRADUATE APPLICATION

## **Waiting for decisions**

Universities or colleges are considering your application.

Providers have until dd-mm-yyyy to respond to your choices.



2023 UNDERGRADUATE APPLICATION

## **All decisions received**

You've received a decision from all of your choices. You can now reply to your offers at any time.

**Reply by dd-mm-yyyy**



2023 UNDERGRADUATE APPLICATION

## **Waiting for confirmation**

You're waiting for confirmation of your choices. If you meet the offer conditions, the university/ college will confirm your place. Send them your results if requested.

Follow your application 24/7:

- see your choices
- keep personal information up to date
- view and reply to your offers

You'll receive one of three decisions from your choices:

- unconditional offer
- conditional offer
- unsuccessful

# Replies to offers

Once you have decisions on all your choices, you can choose two:

- One as a 'firm' acceptance – your first choice.
- The other as an 'insurance' acceptance. This acts as a back-up if you do not get into your 'firm' choice.

Any remaining offers must be declined.

Once all your decisions and replies have been made, if you are not holding an offer, you may be able to use Extra or Clearing to find available places.



# Other options

## Extra (28 Feb – 4 Jul)

- Used all five choices and had no offers.
- Add Extra choices for consideration one at a time.

## Clearing (5 Jul – Oct)

- Apply after 30 June, receive no offers, decline all offers, not met conditions.
- Find vacancies from 5 July and add a Clearing choice to your application.



# Apprenticeships

What you need to know

[www.ucas.com/apprenticeships](http://www.ucas.com/apprenticeships)

UCAS









# How can I apply?

- Applications are made directly through the company or the education provider.
- There is no limit on the number of applications you can make.
- The application process might vary across vacancies, you could be asked for:
  - CV and Covering Letter
  - Application Form
  - In App/Site application
- You can apply for universities and apprenticeships at the same time!



# Our support

UCAS Customer Experience Centre:

0371 468 0 468

From outside the UK:

+44 330 3330 230

Monday to Friday

08:30 – 18:00 (UK time)



@ucas\_online



@ucas\_online



@ucas\_online



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@UCASonline

# Thank you

UCAS

