



Higher Education - Introduction

You are now at the stage of your Advanced Level studies when you need to give consideration to what you want to do next. This part of the PSD programme will introduce you to what is involved in applying for Higher Education.




It is important that you make an **informed** choice, so even if you are not sure what your next step should be, you can benefit from this work.

This module will:

-  introduce resources which will help you in your research
-  outline a timetable for action



By the end of this term you should aim to:

-  prepare your personal statement, whether you wish to go to university or not
-  establish a shortlist of the universities, colleges or jobs you wish to apply to
-  prepare a considered draft of your entire UCAS form if you are applying to university

This will give you time to reflect in the summer holidays and to visit the places on your short list. When you return in September you can make any final changes that are necessary and submit your application for reference writing.

**The earlier you do this, the better.
Past experience suggests that early applications
get more favourable offers.**

Straightforward cases are encouraged to submit final UCAS forms by the end of the summer term.

Oxbridge applicants should be finalising their applications.



In the coming weeks you will receive much guidance on choosing a course, choosing a place and preparing your application. There is a lot of information to absorb but this can be done over a period of time - you do not have to know everything now! **DO, HOWEVER, SHOW THIS TO YOUR PARENTS OR GUARDIANS FOR THEIR INFORMATION TOO. THEY MAY COME IN VERY USEFUL LATER!**



Resources

Some Resources Available in the LRC and Careers Room

Which Degree Series (CRAC): guide to all UK full-time and sandwich First Degree courses, including HNC, HND, NVQ 4-5 DipEd courses.

Degree Course Guides (CRAC): at-a-glance comparisons of course in the same subject area.

The Potter Guide to Higher Education: an independent guide to places - amenities, environment, accommodation, entertainment etc., similar to the above. This is also available on our ECCTIS disc.

The Official Guide to University & College Entrance

Prospectuses: These arrive in school from mid-May onwards. You can apply for your own copies direct from the relevant institution.

Careerscape & KUDOS: This is a user-friendly advice computer programme designed to help you with queries about careers, including opportunities and prospects and entry requirements. Other careers materials are available on the shelves.

Information Boxes: The Librarian files incoming information on UCAS, gap year projects, Sponsorship, Open Days, Summer Schools and courses and relevant periodicals in labelled boxes in the Careers section of the Library. You should check these regularly.

Periodicals: **School Leaver, Streetwise** and particularly **UCAN**, the UCAS magazines, may contain articles of interest.

If you do not find what you need, please ask the Librarian



A Timetable for Action

Year 12

March

Visit the HE Convention organised by UCAS at The Business Design Centre.



April/May

Make a list of things that you want to look into further.

As your tutor to arrange a form visit to the LRC and Careers Room. Familiarise yourself with the reference books, magazines and computerised resources kept there.

- 📖 Use *Which University?* to explore possibilities and to help you make your own broad shortlist. A flexible range of options is best;
- 📖 Take up the opportunities offered by the school to visit universities. There is a form to help you keep a record of your visits. Ask your tutor for the form;
- 📖 Read the prospectuses of the universities that you have listed so far;
- 📖 Order your own prospectuses if you want them;
- 📖 Check the list of Open Days (available from the LRC, Careers Room or Mrs Jones) and identify ones that you might like to attend. Note the dates carefully to avoid clashes with examinations, field trips etc.

June

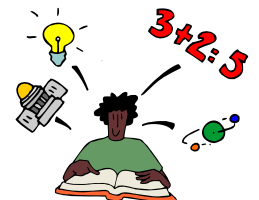
Year 12 Examinations

These are of critical importance. The reports, following these examinations, will contain predictions of your advanced level grades upon which references will be based. It is essential that students meet the grades or points total required by the various university departments.

June/July

- 📖 Look at a range of videos on different universities. Ask your tutor to get these from the LRC and Careers Room;
- 📖 Try to visit a variety of universities, especially those on your shortlist, at weekends or during the holidays;
- 📖 UCAS form preparation - tutors will discuss with you how this is to be completed and they will help you to prepare your personal statement;

Summer Holidays: Visit as many of the universities on your shortlist as possible.



Year 13

September/October

University University

1st September

This is the first date on which UCAS will accept an application for the following autumn

☛ **All UCAS forms should be completed by the end of October at the very latest.**

Internal processing of forms by tutors and then Mrs Jones, Director of Post-16 Transition, takes place. References are written and checked. This can take four weeks to do, so don't expect your UCAS form to be sent the next day!

October - Preparation for interview

☛ If students are called for interview, they **MUST** contact a member of staff to arrange a 'mock' interview. The interview should be long enough before the actual university interview to allow for a full debrief, and the member of staff chosen should be a senior teacher who is not well-acquainted with the student;

☛ Form Tutors monitor course offers and provide advice on how to reply;

☛ Tracking sheets are begun and subsequently **kept up-to-date**.

15th October

Applications to Oxford or Cambridge, and any medical-related subject, must reach UCAS by this date.

15th December

Our official closing date for applications to reach UCAS.

February/March

☛ Application forms for financial support will be sent to the school by *Student Finance Ltd*. Mrs Jones will speak to Year 13 about the regulations and procedures;

☛ If you do not complete one of these forms you will be liable to pay the full university fees of approximately £5,000 per annum, as opposed to the reduced fee of about £3,500 per annum;

☛ Keep close track of the offers that you receive and make sure that, when you firmly accept an offer, it really is the offer you want to hold;

☛ **Make sure your UCAS insurance offer is lower than your firm offer.**



April/May

☛ Your UCAS online reply giving your firm and insurance offers, should be completed no later than **15th May**. **REMEMBER your insurance offer MUST be less points or lower grades than your firm offer. This is very IMPORTANT!**

☛ If you have no offers, do not despair! Concentrate on your examinations and rely on Clearing.

August

☛ In the event that you do not achieve the required grades for your offers, an advice service will be available in school when the results are published. Details of this will be given nearer the time.

☛ An advice service is also offered by all Careers Offices throughout the summer months.