



ST PETER'S SCHOOL

**UCAS INFORMATION  
2024-25 ENTRY**

**Part 1: APPLYING TO UNIVERSITY**



**OPPORTUNITY SUPPORT SUCCESS**

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### **What do admission tutors look for in your application?**

- Qualifications
- Content of written personal statement displaying passion for the subject area, while demonstrating motivation, enthusiasm, and the skills and experiences that'll enable you to succeed at university
- Content of reference
- Knowledge of, and commitment to, the subject discipline
- Good attitude to learning and personal development
- Ability to articulate yourself fluently and accurately in writing – it's a sign of what's to come for tutors

**Please use this guide to help you through the UCAS application process and complete your form**

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# WHAT IS UCAS HUB AND WHAT CAN IT BE USED FOR?

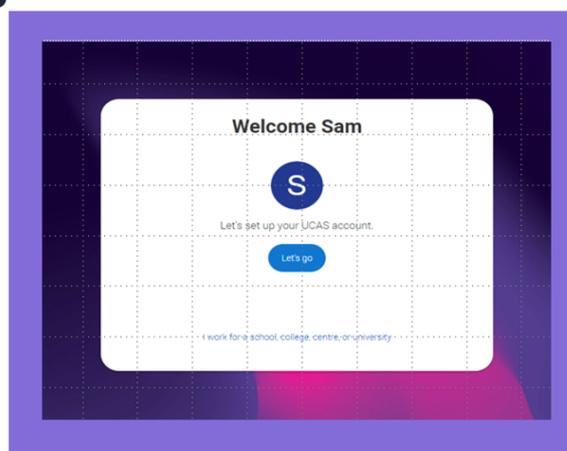
## 1. DISCOVERING OPTIONS

UCAS

### Discover your options

Register with the UCAS Hub to:

- explore careers, subjects, places, and apprenticeships in one place
- 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](#)
- try before you apply with [Subject Spotlights](#) from Springpod.
- take the [UCAS Quiz](#) to find your career matches
- start your application



## 2. HELP WITH DECIDING ON YOUR NEXT STEPS

Your next steps | Open reply to do list

**DISCOVER WHAT TO DO**

Browse subjects and careers with related courses and apprenticeships.

Discover more

**FAQS**

**What subject should I take?**

Read our subject guides to see what might be right for you.

**HOW TO**

**How to apply**

All you need to know about applying to university, college or an apprenticeship.

**FOUND A COURSE YOU LIKE?**

Find out more >

**FIND AN APPRENTICESHIP**

Learn more >

**DISCOVER CAREERS**

Try our quiz and get recommended careers that match your skills and personality traits.

Take the quiz

**FAQS**

**Key application dates**

Find out what you need to do and when.

**HOW TO**

**How to nail that personal statement**

Writing a personal statement can be daunting. Follow our tips and advice to help make it easier.

**DISCOVER WHERE TO GO**

Browse universities, colleges and employers and learn more about cities and regions in the UK.

Find out more

**What's happening**

**Replying to your offers - your questions answered**

Getting ready to reply to your offer? We've got all your questions answered.

[More info](#)

**Chat to students**

Chat with UK and international students who are already studying the courses you've applied for at universities and colleges across the UK, on Unibuddy.

[More info](#)

**University course tasters**

Experience what a university course would be like with Springpod's Subject Spotlights. These interactive, virtual university course tasters feature real-life lectures, seminars, and academics.

[More info](#)

**Live now: Studying in the UK**

There's a lot to consider when moving to a new country. We explore accommodation, visas, scholarships and everything in between.

[More info](#)

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### 3. EXPLORE BOTH UNDERGRADUATE COURSES AND APPRENTICESHIPS

## Your pathways Side by side

You can see apprenticeship opportunities alongside undergraduate courses.

The UCAS Hub enables you to explore all your options and build your profile in one place.



**Dental Nurse Apprenticeship**  
MR DEVANAND ISUKAPATLA

South Shields

Apprenticeship level	Industry
England - Advanced Apprenticeship - Level 3	Medicine, dentistry and nursing
Start date	Duration
30/10/2023	18 Months
Date posted	Closing date
06/03/2023	29/10/2023
Salary	
£10,982.40	



**AAT Apprenticeship - Audit, Accounts and Tax (March 2024)**  
MOORE KINGSTON SMITH GROUP SERVICES LIMITED

LONDON

Apprenticeship level	Industry
England - Higher Apprenticeship - Level 4	Accounting and Finance
Start date	Duration
04/03/2024	2 Years
Date posted	Closing date
05/07/2023	30/10/2023
Salary	
£25,000.00	

### 4. BUILDING YOUR OWN PROFILE AND SHORTLIST

Build your profile. Favourite as you go.

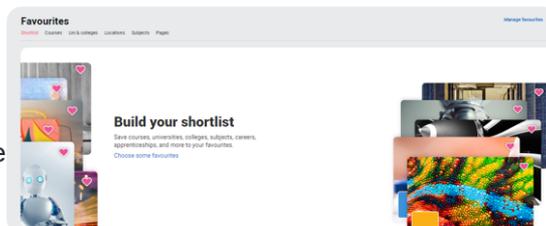


#### Explore your future

What to do? Where to go? **Discover** all the options with our subject, industry, and career guides. **Explore** city, employer and accommodation information. **Compare** apprenticeships and course opportunities for you.

#### Build your shortlist

Save for courses, universities, colleges, subjects, apprenticeships and more! Use to shortlist your top 5 choices, manage, keep those favourite information pages to hand.



## 5. SPOTLIGHTS ON DIFFERENT SUBJECTS

### Subject Spotlights

- Learn from some of the UK's finest academics as they give you a genuine, insightful, and engaging experience of studying their courses at their universities.
  - On-demand interactive video **experiences**
  - Have a go at **interactive quizzes and activities**
  - Get **feedback** on how you've done.
  - **Try** university degrees before you apply.
  - **Certificate** of completion
- Explore more Springpod [Subject Spotlights](#).

#### University course tasters

Experience what a university course would be like with Springpod's Subject Spotlights. These interactive, virtual university course tasters feature real-life lectures, seminars, and academics.

[More info](#)



## 6. CHAT TO CURRENT STUDENTS

### Chat to students



A peer-to-peer chat facility hosted on [ucas.com](https://ucas.com) powered by Unibuddy.



An opportunity to connect with current students, ask questions and learn about their experiences



Over 4,900 active ambassadors, with unlimited chats available

#### Chat to students

Chat with UK and international students who are already studying the courses you've applied for at universities and colleges across the UK, on Unibuddy

[More info](#)



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## 7. PERSONALISE YOUR CHOICES

### Personalised tools to help

#### UCAS Quiz

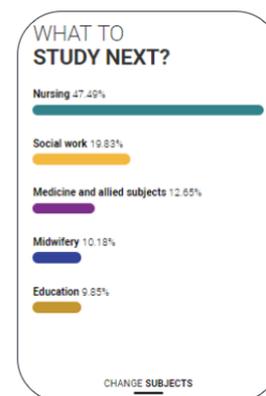
Find job and career ideas matched to your personality.

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.



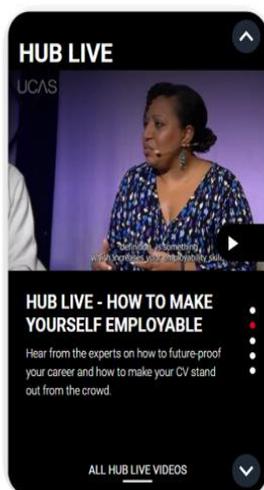
## 8. GET SOME ADVICE AND LEARN ABOUT FORTHCOMING EVENTS

### Advice and events

#### Hub lives

Watch expert interviews [on demand](#).

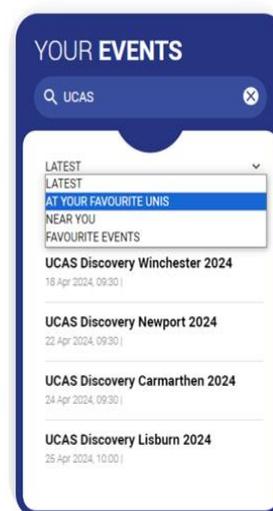
Make an informed decision about the right path for you. University, apprenticeships or the world of work.



#### Your events

Filter to explore events, open days and tours to suit your needs.

Register straight from the Hub for our UCAS Discovery events, with exciting new zones covering all pathways.

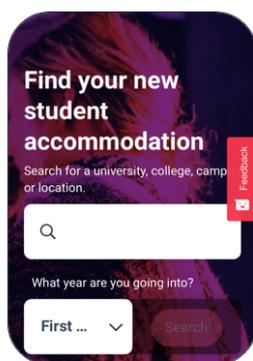


## 9. SUPPORT WITH ACCOMODATION AND PERSONAL STATEMENTS

### 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](#).



#### 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.



# TIMELINE OF KEY DATES

## 2024-25

### When to apply **2025 entry**



\* 18.00 UK time

### Key facts



Start your application from **14 May 2024**



Universities and colleges **can't see** your other choices when you apply.



Apply by the **equal consideration date**.



**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 **£28.50**.

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## 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.



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## **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?

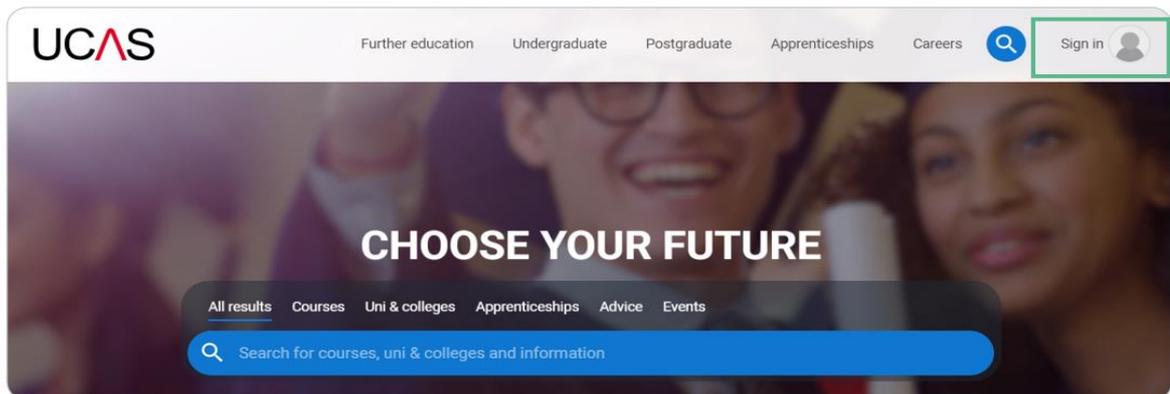


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# REGISTERING AN ACCOUNT

## STEP 1

Head to [ucas.com](https://ucas.com) and select **Sign in**.



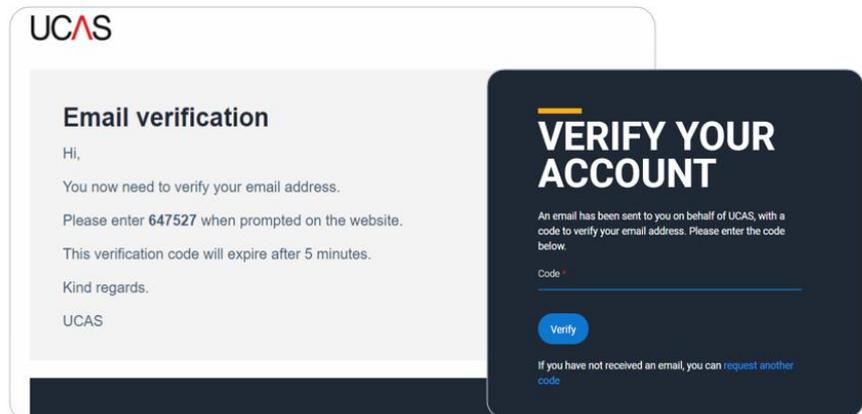
## STEP 2

Complete the short form. Make sure the **password is memorable**.

We recommend you use a **personal email address** so you always have access to updates.

## STEP 3

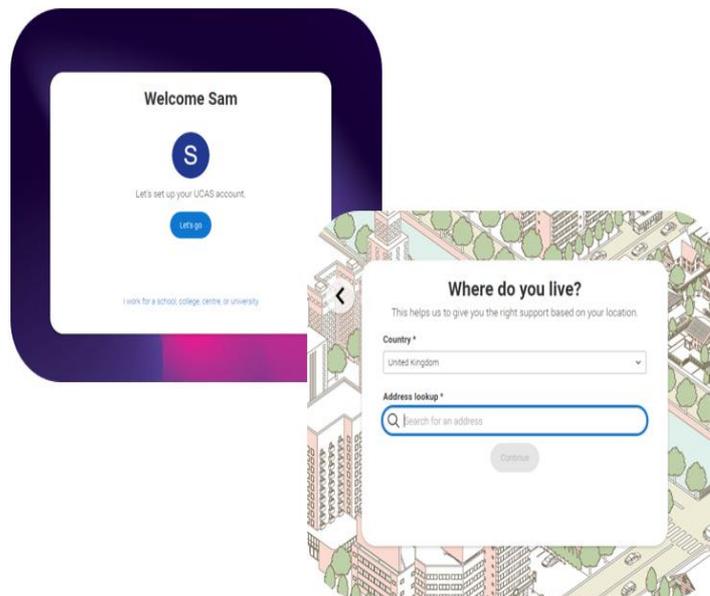
We'll email you a **code** to **verify** your email address, so we know we've got the right details.



## STEP 4

Once you've registered, you're ready to get started.

We'll ask you a few questions like where you live so we can tailor the information you see.



## STEP 5

We'll ask you a few questions about yourself; your level of study is **Undergraduate** if you're still at school/college.

You can choose to get information on apprenticeships, conservatoires, finding a job or gap years.

We also want to know when you're interested in starting a course, so that we show you relevant courses in your search results. You can change this at any time, and you can use the Hub before you are looking to apply.

**More information about you**  
Your personal details can help us to provide better support.

Date of birth \*

What level of study are you interested in? \*

Undergraduate study Postgraduate study

Which opportunities are you interested in?

Finding an apprenticeship Conservatoire study Gap year  
Finding a job

When are you planning to start uni, a job or an apprenticeship? \*

2023 2024 2025 2026 2027 2028

Continue

## STEP 6

If you want you can connect to your school or college. This is so UCAS can share your UCAS Hub activity with your school, college, or centre, so they can support you.

You'll also need to enter your school/college buzzword when you start your application so they can support you with applying.

**Connect to your school**  
Connecting your account to your school allows your teacher to help you choose your options and apply.

Search by school name

Continue

Skip or connect later

**Connect to your school**  
Connecting your account to your school allows your teacher to help you choose your options and apply.

UCAS Training School (ROSEHILL, NEW BARN LANE, Cheltenham)

Selected school  
UCAS Training School (ROSEHILL, NEW BARN LANE, Cheltenham)

Remove

Consent to share my data with my school, college, or centre \*

Yes  No

Continue

Skip or connect later

**BUZZWORD= SPC2025**

## STEP 7

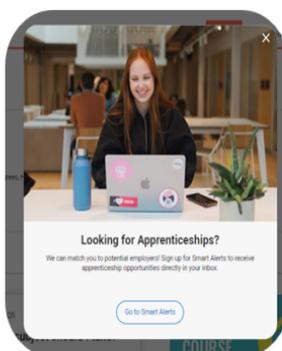
Choose if you want to get tailored information about uni, college and apprenticeship options.

Select the **subjects, locations or industries** that you are interested in – you can change these at any time in your preferences.

## STEP 8 (APPRENTICESHIP ROUTE)

If you're interested in apprenticeship opportunities, we can match you to potential employers if you sign up to smart alerts.

You'll get these directly to your inbox. It's totally optional.



## STEP 9 (APPRENTICESHIP ROUTE)

If you want to there are a few more questions to answer to make sure the information you're sent is useful.

You can manage this at any time in your 'Preferences'.

**How far would you want to travel for an apprenticeship role?**

This will help us match you to employers in your geographical area based on how far you want to travel.

Select an option

**From (Home postcode):**

UCAS will use your postcode to establish your location and to determine other socio-economic criteria that employers may wish to target.

Would you be willing to relocate?

Yes  No

**When can you start an apprenticeship?**

What level of apprenticeship study are you interested in?

Intermediate apprenticeships (Level 2)

Advanced apprenticeships (Level 3)

Higher apprenticeships (Level 4 - 7)

Degree apprenticeships (Levels 6 - 7)

[Find out more about apprenticeship levels in England.](#)

What apprenticeship areas of work are you interested in? (select all that apply)

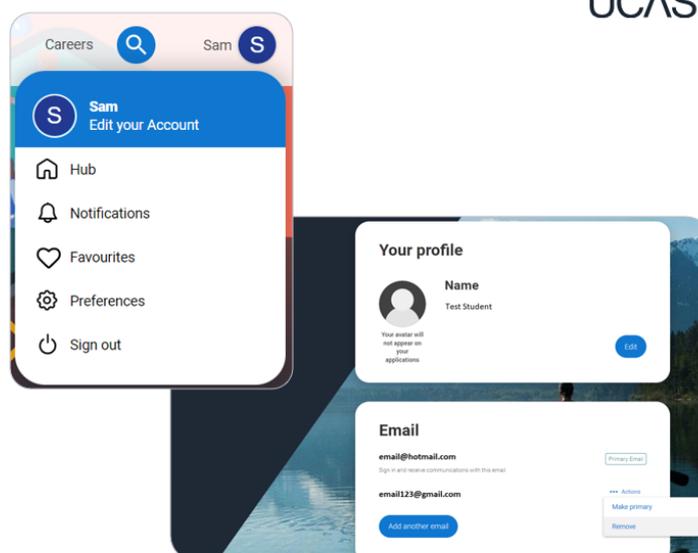
## YOUR EMAIL ADDRESS

### Your email

It's important your contact details are kept up to date throughout your application.

We **recommend using a personal email address** as your primary email, rather than a school/college one, so that you have access to it throughout your application journey.

To update your email address, go to 'Preferences' and 'Edit your account' from drop-down, where you can change your email.



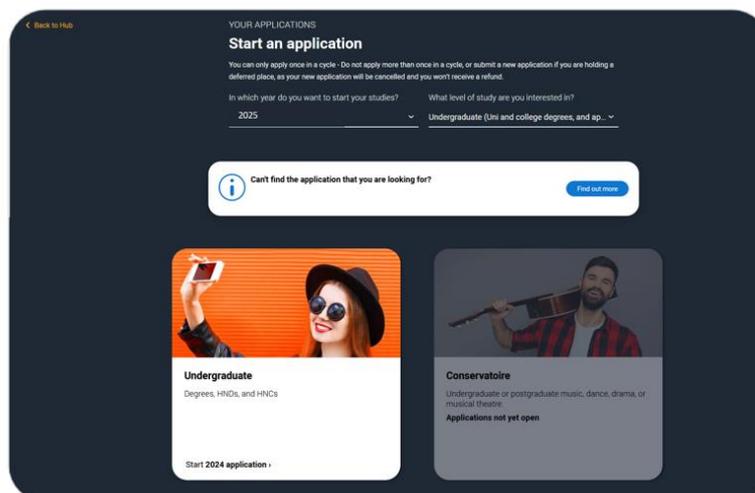
UCAS

# STARTING YOUR APPLICATION

## STEP 1

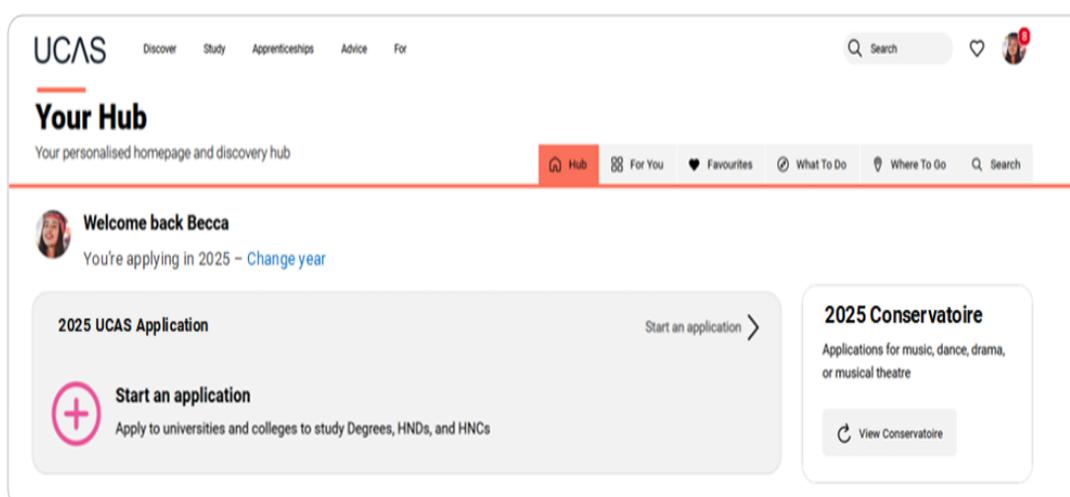
Choose the year you want to start your studies, level of study (it's **Undergraduate** if you are still at school/college) and type of application you wish to make.

Make sure you choose **2025** if you want to start next year, including if you want to defer entry.



## STEP 2

To start your UCAS application click on **the red cross** to get started.



# LINKING YOUR APPLICATION TO ST. PETERS SCHOOL

You will need to make sure this is done so that we can see your application and help you through the UCAS process.

## STEP 1

### Linking to your school, college or centre

If you're applying with the help of your school, college or centre then select 'Yes'.

You will then need to enter the **Buzzword**.

The Buzzword is given to you by your school, college or centre.

UCAS Further education Undergraduate Postgraduate Alternatives Careers Home

Are you applying from a school, college, or centre?

Yes No

UCAS Further education Undergraduate Postgraduate Alternatives Careers Home

< Back

Link to a school, college, or centre using a Buzzword

By entering the buzzword, you give your permission to share your application with your school, college or centre, so they can support you through the application process. To find out more about how your school, college or centre will be able to support your application and the information they will have access to please see here.

Continue Cancel

## STEP 2

### Linking to your school, college or centre

Enter the **buzzword**, and **confirm** the details are correct.

This will **link your application** to your school or college, so they can track your progress and provide support, including adding your reference.

UCAS Further education Undergraduate Postgraduate Alternatives Careers Home

< Back

Enter the Buzzword from your school, college, or centre

Buzzwords are case-sensitive and will be given to you by your school, college or centre.

Enter Buzzword here

Save Buzzword

UCAS Further education Undergraduate Postgraduate Alternatives Careers Home

< Back

Enter the Buzzword from your school, college, or centre

Your buzzword is for

**UCAS Training London**

100011, New Barn Lane,  
Chesham, Bucks HP80 1JZ

Is this correct?

Yes No

**BUZZWORD = SPC2025**

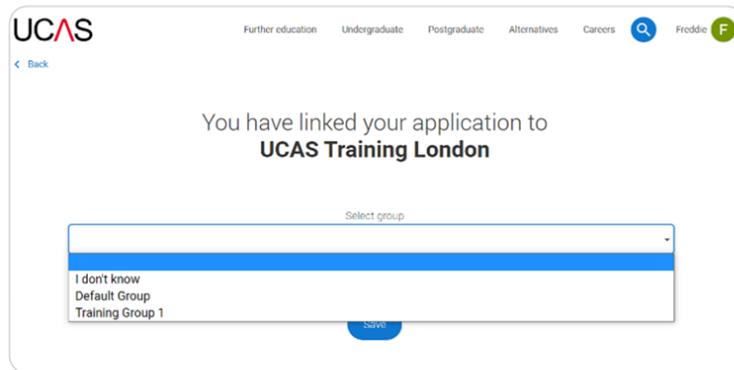
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## STEP 3

# Linking to your school, college or centre

Once your application has been linked, you can then select a **group** (if this has been set up by your school or college) for your application.

Every school/college has a 'Default Group'..



The screenshot shows the UCAS website interface. At the top, the UCAS logo is on the left, and navigation links for 'Further education', 'Undergraduate', 'Postgraduate', 'Alternatives', and 'Careers' are on the right. A search icon and a user profile icon labeled 'Freddie' are also visible. Below the navigation, a '< Back' link is present. The main content area displays the message: 'You have linked your application to UCAS Training London'. Below this message is a 'Select group' dropdown menu. The dropdown is open, showing three options: 'I don't know', 'Default Group', and 'Training Group 1'. A blue 'Save' button is located at the bottom right of the dropdown menu.

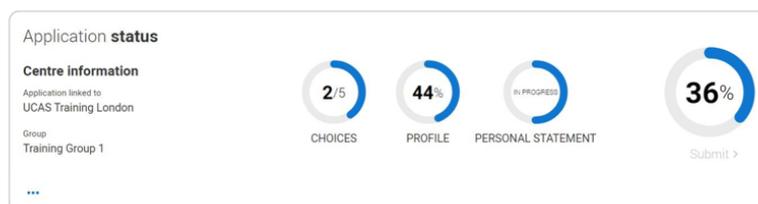
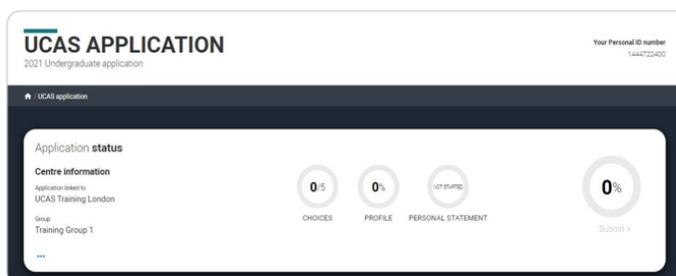
# APPLICATION OVERVIEW

## YOUR APPLICATION STATUS

Your **'Application status'** helps you keep track of your progress.

As you add information to each tile, the **percentage complete** updates each time you mark a section as complete.

You don't need to complete the application straight away; you can log in and out at any time until you're finished.



## COMPLETING SECTIONS OF YOUR APPLICATION

### Application overview

The application form is responsive to make it easier to complete.

Once you've completed 'Where you live' if your permanent residence is in the UK, you'll also see the 'Diversity and inclusion' and 'Extra activities' sections to complete.

All sections must be marked as **'Complete'** to send to your school or college that you may be linked to for review. You must complete all mandatory questions to mark a section as complete (they have a \*).

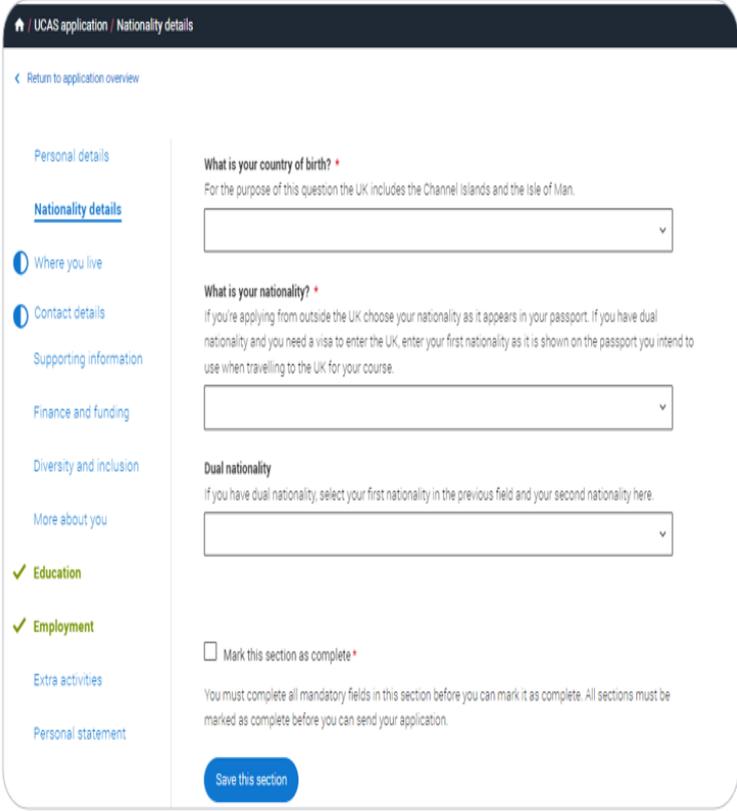
Profile

<b>Personal details</b> Name, age, title and gender Start this section	<b>Nationality details</b> Birthplace and nationalities Start this section	<b>Where you live</b> Tell us about your address history Section in progress
<b>Contact details</b> Address, email and telephone Section in progress	<b>Supporting information</b> So that providers know how to support you during your studies Start this section	<b>Finance &amp; funding</b> Tell us how you'll fund your study Start this section
<b>Diversity &amp; inclusion</b> Additional equality information Start this section	<b>More about you</b> Tell us about any circumstances that you might need support for during your studies Start this section	
<b>Education</b> Qualifications and periods of study Section complete	<b>Employment</b> Paid employment Section complete	<b>Extra activities</b> Taken part in any activities to prepare you for higher education? Start this section
<b>Personal Statement</b>		
<b>Personal statement</b> Why do you want to study this subject?		

## HOW WILL I KNOW IF THE SECTIONS ARE COMPLETE?

The list on the left of each section will show which sections are completed (with a tick), which are in progress (with a half-moon), and which have yet to be started (no icon).

Click on the  throughout for help text to provide advice about what to put.



UCAS application / Nationality details

[Return to application overview](#)

Personal details

**Nationality details**

Where you live

Contact details

Supporting information

Finance and funding

Diversity and inclusion

More about you

✓ Education

✓ Employment

Extra activities

Personal statement

**What is your country of birth?** \*

For the purpose of this question the UK includes the Channel Islands and the Isle of Man.

**What is your nationality?** \*

If you're applying from outside the UK choose your nationality as it appears in your passport. If you have dual nationality and you need a visa to enter the UK, enter your first nationality as it is shown on the passport you intend to use when travelling to the UK for your course.

**Dual nationality**

If you have dual nationality, select your first nationality in the previous field and your second nationality here.

Mark this section as complete \*

You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

[Save this section](#)

# COMPLETING YOUR APPLICATION

The following pages are designed to guide you through each section of the application form.

## 1. PERSONAL DETAILS

**Personal details:** your name should already be visible, but you'll need to add your title and complete the other mandatory fields (marked with a \*).

Once you have completed a section you must remember to **mark the section as complete** and save it at the bottom of each page.

**PERSONAL DETAILS**  
2023 Undergraduate application

Your Personal ID number: 1122211400

Return to application overview

**Personal details**

Contact and residency details

Nationality details

Supporting information

English language skills

Finance and funding

Education

Employment

Personal statement

Reference

**Title \***

First and middle name(s) \*  
Enter your name as it appears on any official documents, such as your passport, birth certificate or driving licence

Last name \*  
Enter your name as it appears on any official documents, such as your passport, birth certificate or driving licence

Previous name(s)  
Tell us any other names you've been known by (for example maiden name), as it helps when we're matching educational records

Preferred name  
Let us know what we, and your chosen universities and colleges, should call you in our correspondence

Date of birth \*  
Day: MM - Month: MM - Year: YYYY

Gender \*  
Select the gender you most identify with at this time. You can tell the university or college directly if you feel more comfortable identifying in another way or if this changes.

Gender \*  
Select the gender you most identify with at this time. You can tell the university or college directly if you feel more comfortable identifying in another way or if this changes.

Male  Female  I use another term  I prefer not to say

Mark this section as complete \*  
You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

Save this section

## 2. CONTACT DETAILS

Your email will be used by both UCAS and your choices to update you. If you're using a school/college email address, make sure you can access it at all times so you don't miss anything important.

**We would advise using a personal email address, which can be updated in the Hub preferences.**

You'll only see the fields to add the nominated contact details if you answer **Yes** to the question.

This means someone else can speak to us about your application.

**Contact details**

Mobile telephone number  
United Kingdom (+44) -

Other telephone number  
United Kingdom (+44) -

Email address \*  
You can update your email address in your UCAS profile  
jacob.mu1e1@mailinator.com

Postal address

Address type \*  
UK address

Address lookup  
Click here to enter your address manually

**Nominated access**

Do you want someone else to act, or speak on your behalf, about your application? e.g. A parent, teacher, other relative or guardian. If you are using an agent, you can choose to enter their details.  
You're able to enter details of someone you're happy to help manage your application - this is called nominated access.

Yes  No

Full name of nominee \*  
The first and last name of your nominee. They will be asked this information when speaking to UCAS on your behalf.

Relationship to you \*  
How you know your nominee. They will be asked this information when speaking to UCAS on your behalf.

Mark this section as complete \*  
You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

Save this section

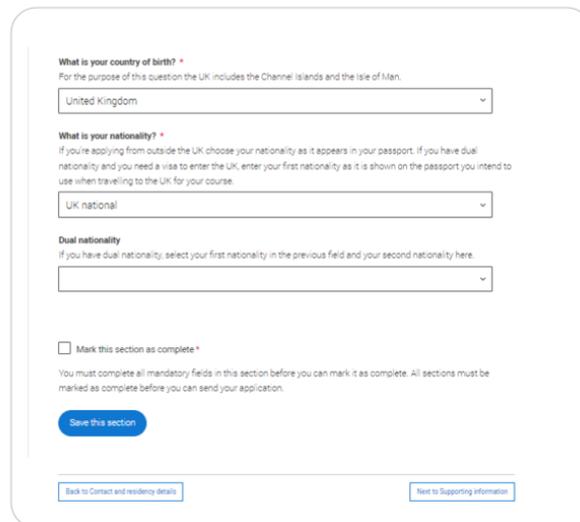
### 3. NATIONALITY DETAILS

In the Nationality section, depending on the information you provide, you may see more questions.

Your nationality is associated with the country that would issue you a passport for international travel. If you don't have a passport, it is usually the country in which you were born.

This is not your ethnicity. Ethnicity refers to your cultural identity and ancestry. UK resident applicants are asked about ethnicity in the diversity and inclusion section.

Remember, everything with a red asterisk must be answered. Select  to see our help text with advice about this.



**What is your country of birth? \***  
For the purpose of this question the UK includes the Channel Islands and the Isle of Man.  
United Kingdom

**What is your nationality? \***  
If you're applying from outside the UK choose your nationality as it appears in your passport. If you have dual nationality and you need a visa to enter the UK, enter your first nationality as it is shown on the passport you intend to use when travelling to the UK for your course.  
UK national

**Dual nationality**  
If you have dual nationality, select your first nationality in the previous field and your second nationality here.

Mark this section as complete \*

You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

Save this section

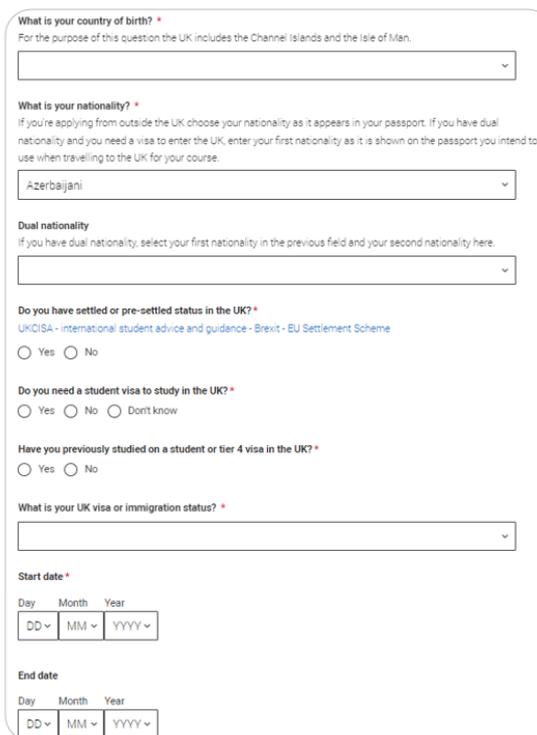
Back to Contact and residency details      Next to Supporting information

If you have **dual nationality**, please list both nationalities.

The information you provide will help universities and colleges in determining your fee status and allow them to assist you with the visa application process, if required.

There's some possible combinations but we'll only show relevant fields depending on your answers.

Select  to see our help text with advice about this.



**What is your country of birth? \***  
For the purpose of this question the UK includes the Channel Islands and the Isle of Man.

**What is your nationality? \***  
If you're applying from outside the UK choose your nationality as it appears in your passport. If you have dual nationality and you need a visa to enter the UK, enter your first nationality as it is shown on the passport you intend to use when travelling to the UK for your course.  
Azerbaijani

**Dual nationality**  
If you have dual nationality, select your first nationality in the previous field and your second nationality here.

**Do you have settled or pre-settled status in the UK? \***  
UKCISA - international student advice and guidance - Brexit - EU Settlement Scheme  
 Yes  No

**Do you need a student visa to study in the UK? \***  
 Yes  No  Don't know

**Have you previously studied on a student or tier 4 visa in the UK? \***  
 Yes  No

**What is your UK visa or immigration status? \***

**Start date \***  
Day Month Year  
DD MM YYYY

**End date**  
Day Month Year  
DD MM YYYY

If you select that you have **pre settled status** you will be asked for an expiry date.

If you select that you will need a **visa**, you'll also be asked for your passport details.

If you have a **passport**, we ask you for your passport number, valid from and expiry dates; and place of issue.

Select  to see our help text with advice about this.

UCAS

Security marking: PUBLIC

**Do you have settled or pre-settled status in the UK? \***  
UKCISA - international student advice and guidance - Brexit - EU Settlement Scheme

Yes  No

**When does your pre settled status expire? \***

Day Month Year

**Do you need a student visa to study in the UK? \***

Yes  No  Don't know

**Do you currently have a passport? \***  
Where relevant, UCAS collects applicants' passport information on behalf of universities and colleges, who need it for purposes of visa application and checks with the UK Visas and Immigration (UKVI). For further details about UK Visas and Immigration please visit the UKVI website.

Yes  No

**Passport number \***

**Valid from \***  
 Give the date your passport was issued

Day Month Year

**Expires \***  
 Give the date your passport will expire

Day Month Year

**Place of issue \***

## 4. WHERE YOU LIVE

### PART 1

You must add three years of residency history between 1st September 2022 and 1st September 2025.

Your current address should be added first, followed by your previous addresses until September 2022.

Select  to see our help text with advice about to help with this section.

**Where you live**

**Add the addresses you have been living at since 1st September 2022 to the present day.** We collect this to help universities and colleges ensure you pay the correct fees.

If you split your time between two permanent home addresses, for example, if your parents live apart, please inform us about the address where you spend the majority of your time.

**Add current address**

**Address type \***

**What date did you start living here? \***  
 Enter month and year

Month Year

**Why are you living here? \***  
 Universities and colleges need to know whether you are living here permanently or for a temporary reason

Save address

## PART 2

UK addresses can be added using the address look up tool.

BFPO addresses can also be added by using the address type drop down.

**Add current address**

Address type \*

Address lookup

[Click here](#) to enter your address manually

For each address tell us why you are living there; any reason can be selected, for example you may have two permanent homes.

**Why are you living here? \***  
Universities and colleges need to know whether you are living here permanently or for a temporary reason

▼

Other

Permanent home

Temporary because of my parents/guardians job/study

Temporary for education (boarding school)

Temporary for education (not boarding)

Temporary for work

Temporary whilst seeking asylum or similar

## PART 3

**Where you live**

**Add the addresses you have been living at since 1st September 2022 to the present day.** We collect this to help universities and colleges ensure you pay the correct fees.

If you split your time between two permanent home addresses, for example, if your parents live apart, please inform us about the address where you spend the majority of your time.

**Address 1 (Current address)**  
Dates you lived here: 02/2023 - Present  
**1 Constable Court,**  
**Millfield Avenue,**  
**York,**  
**North Yorkshire,**  
**YO10 3XA**  
Reason: Temporary because of my parents/guardians job/study

Add Previous address
You need to add 5 more months

Until the required duration of address history is reached, you'll see the 'Add previous address' option.

Gaps in the address history will be flagged for you to fill in so that a full history is provided.

Overlapping addresses are allowed.

Select ? to see our help text with advice about this.

## PART 4

✔ The addresses you have added cover the date range we require

**Please confirm your home address \***  
Universities and colleges require your permanent home address, to determine your domicile. This might be where your family lives, or the house you own. This may not be where you are currently living, if you are living away from home on a temporary nature (for example at boarding school, or other temporary housing for educational purposes)

1 Constable Court, Millfield Avenue, York, North Yorkshire, YO10 3XA

High street, Town, Bahamas

Add a different home address

**Please select your area of permanent residence \***  
Your area of permanent residence refers to the area in which you normally live.

**Residential category \***  
Please choose the option that most closely applies to you.

Mark this section as complete \*  
You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

Save this section

When you've added enough addresses to cover the required duration, you'll see a success message. You'll then need to confirm your home address.

This can be selected from the list of addresses you entered, or a new one can be added.

You then need to select your area of permanent residence and residential category.

Remember to use our help text ? for advice about this question if you are unsure what to enter.

## 5. SUPPORTIVE INFORMATION

All questions are mandatory (\*), but you have the option of

- *I don't know*
- *Prefer not to say.*

Have you ever lived or worked in the EU (excluding the UK), European Economic Area (EEA) or Switzerland? \*

Do you have a parent, step parent, spouse or civil partner who is an EU (excluding the UK), EEA or Swiss national? \*

Mark this section as complete \*

You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

[Save this section](#)

## 6. FINANCE AND FUNDING

You will only be asked further questions in finance and funding if you select UK, Chi, IoM or EU Student Finance Services.

We'll ask you for your local authority under 'Student support arrangements'.

For more information head to: [ucas.com/finance](https://ucas.com/finance)

What will be your main source of funding for your studies? \*

Select an option from the drop-down list to tell us how you expect to pay for your tuition fees. Most applicants from the UK, Channel Islands, Isle of Man, and the EU will be in the category UK, Chi, IoM, or EU student finance.

This guidance has been created in the absence of full Brexit arrangements being available and you should give your answer as guided. Universities and colleges are aware that EU applicants will be selecting the UK, Chi, IoM or EU student finance option.

Student support arrangements

Tell us who will assess you for tuition fees, or how you will pay for your course. Please select the option which best describes your situation.

Mark this section as complete \*

You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

[Save this section](#)

## 7. DIVERSITY AND INCLUSION

**You'll only see these questions if you have a UK home address.**

There are two mandatory fields(\*), but you have the option to respond with **I prefer not to say**.

This information is only shared with universities or colleges once you have secured a place, it does not influence any decision making. It's used to ensure applications are treated fairly.

**Equality monitoring**

Ethnic origin \*

What is your religion or belief?

What is your sexual orientation?

Do you identify as transgender?

Yes  
No  
**I prefer not to say**

Select 'yes' if you've ever lived in public care or as a looked-after child, including:

Growing up in care means you are entitled to a range of practical support; for example, during your application, financial assistance, year-round accommodation, or help with managing your health and wellbeing.

When you give this information, you are letting the university or college know that you may need additional support during your studies. They may get in touch to tell you more about the benefits and options available, if you want it.

**Care support information**

**Have you been in care?**

Select yes if you've ever lived in public care or as a looked-after child, including:

- with foster carers under local authority care
- in a residential children's home
- being 'looked after at home' under a supervision order
- living with friends or relatives in kinship care

Note: This does not refer to time spent in boarding schools, working in a care or healthcare setting, or if you are a carer yourself

For more information about answering this question read our [FAQs](#).

Yes  No

**Duration in care \***

You can select *I prefer not to say* for the parental education question.

For the occupational background, you must type at least 3 letters into the response field, and then select an option from the menu that appears below it.

If you prefer not to give this information, please enter '*I prefer not to say*'.

**Parental education**

Do any of your parents, step-parents or guardians have any higher education qualification, such as a degree, diploma, or certificate of higher education?

**Occupational background \***

Please give the job title of your parent, step-parent, or guardian who earns the most, if you are under 21. If she or he is retired or unemployed, give their most recent job title. If you prefer not to give this information, please enter 'I prefer not to say'. If you are 21 or over, please give your own job title. If you can't find a match for the job title you want to enter, please choose the one closest to it.

## 8. MORE ABOUT YOU

You can tell us about any circumstances that you might need support for during your studies. We don't need you to give details – this information will be shared with those involved in making arrangements to support you at the university or college (e.g. the student support team, admissions staff), and they may get in touch to tell you more.

To mark the section as complete you will need to select an answer: either to share information or select 'No disability'. **You will see this question if you have a UK or non-UK home address.**

Every year, over 60,000 students with a physical and/or mental health condition, long-term illness, or learning difference apply through UCAS to study at a university or college in the UK, and access a range of support available to help with their studies, day-to-day activities, travel, or lifestyle. Would you consider yourself as living with any of the following: \*

- None
- A visual impairment uncorrected by glasses (e.g. blindness or partial sight)
- A long-term illness or health condition which may involve pain or cause fatigue, loss of concentration or breathing difficulties – including any effects from taking associated medication.
- A mental health condition, challenge or disorder (e.g. anxiety or depression)
- A physical impairment or challenges with mobility (e.g. climbing stairs or uneven surfaces), or dexterity (e.g. using a keyboard or laboratory equipment)
- Two or more impairments or conditions (please give details in the box below)
- A social, behavioural or communication impairment (e.g. an autistic spectrum condition or Tourette's Syndrome)
- A learning difference (e.g. dyslexia, dyspraxia, or AD(H)D)
- A hearing impairment (e.g. deafness or partial hearing)
- A condition or impairment not listed (please give details in the box below)

You might feel uncertain about sharing personal circumstances, please feel reassured this information is confidential and will not negatively impact your application.

These questions are intended to connect you to the right support for your needs.

**You will only see these questions if you have a UK home address.**

Would you consider yourself estranged from your parents (i.e. you're not in contact with and supported by your parents)?

Yes  No

Do you have any caring responsibilities?

Yes  No

Are you a parent or do you have parenting responsibilities?

Yes  No

Do you have official refugee status or limited leave to remain, or are you seeking asylum?

No  The UK government has granted me refugee status or humanitarian protection in the UK

I have limited or discretionary leave to remain in the UK  I'm currently seeking asylum in the UK

Do you have a parent or carer who currently serves in the UK Armed Forces, or who has done so in the past?

Yes  No

Have you ever served in the UK Armed Forces?

Yes  No

Are you currently receiving free school meals, or have you been in receipt of free school meals during your secondary education?

Yes  No  Don't know

## 9. EDUCATION

### Step 1

You must enter all your qualifications from secondary education onwards – whether you have the result (even any that were ungraded) or you're still awaiting exams and results.

First you need to add details of where you've studied, or are studying, then add qualifications.

Start by clicking **Add place of education**.

You'll be asked for a 'Unique Learner Number' – if you don't have one leave the question blank.

English language tests can be entered here too, if you have any other English language tests they can be added as a qualification.

+  
 Add place of education

---

**Unique Learner Number (ULN)**  
**UK Students ONLY** - This is a 10-digit number connected to a UK Student's Personal learning record. You can find this on a qualification certificate or results slip. If you don't have one or don't know yours, please leave this blank.

**English language certificates**

English language certificates are often needed for international students as an entry requirement for the course. Not everyone will need an English language certificate. If you're unsure whether you need one, check the entry requirements for the course on the search tool. If you have a language certificate that is not listed here, ie Pearson, Cambridge you can add these as a qualification in the section above.

**Test of English as a Foreign Language (TOEFL) Number**

**International English Language Testing System (IELTS) TRF Number**

Mark this section as complete \*

You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

For this part, our centre number is **55147**

Make sure you also select the correct St. Peters school. This is what it should look like!! (the date range will be different)



**St. Peter's Catholic School, Bournemouth** September 2017 - June 2024

National centre number: 55147

Full time

## Step 2

If you are linked to a centre, when you click on 'Add place of education', you'll be asked if you'd like to add it.

You are linked to UCAS SCHOOL, CHELTENHAM, would you like to add this centre?

Yes  No

If you've attended another centre, type the name of where you studied. Once you find your centre, click on the name and the Exam centre number will automatically populate.

### Add place of education

Name of the school, college, or university \*

Exam centre number

This may be automatically filled in based on your school, college, or university

Start date \*

Month Year

End date \*

Month Year

Type of study \*

Full time  Part time  Exam only

Study Mode \*

Online  In Person

[Save and add Qualification](#)

[Save and return to Education Section](#)

[Cancel](#)

If an exam centre number doesn't appear that's ok, it's because we don't have it.

Add when you started and finished; if you're still studying there add the month you're due to finish.

## Step 3

Tell us how you studied at each place of education.

For type of study did you attend full time, part time or exam only.

For study mode did you attend a centre in person or if you studied a course completely remotely, select online.

Type of study \*

Full time  Part time  Exam only

Study Mode \*

Online  In Person

[Save and add Qualification](#)

[Save and return to Education Section](#)

## Step 4

Once you've added where you studied you need to 'Add qualification'.

UCAS, CHELTENHAM ... More

March 2009 - July 2030  
Exam only

[Add qualification](#)

## Step 5

Select the qualification type you are trying to find. If you are linked to a centre their **shortlisted qualifications** will appear, followed by the rest of the category.

The search can then be used to narrow this down. If you are searching for a qualification, make sure you use the qualification title. For more [help and advice](#) head to [ucas.com](https://ucas.com).

International qualifications are grouped together and are listed by name and country, but don't worry if yours isn't there – type 'other' into the search box and select the relevant option.

**Pick your qualification type**

Choose the type of qualification you would like to add, you can search for specific qualifications within each group.

A Level, AS, EPQ, and T Levels  GCSE and equivalent  BTEC

Job related  Scottish qualifications  International and EU  Baccalaureate

Apprenticeships  Access to HE  Technical (not including BTED)  Core maths

HNC, HND, and Degrees  Performance, Art, and Design  More UK Qualifications

All qualifications

**Search for your qualifications**

If you cannot find your qualification, select the "All qualifications" filter and search there, if you still can't find your qualification you can select the "All qualifications" filter and search "Other".

Search

**Provided by your school or college**

- + AQA Baccalaureate
- + European Baccalaureate
- + International Baccalaureate Careers Certificate
- + International Baccalaureate Certificate
- + International Baccalaureate Diploma
- + International Baccalaureate Middle Years Programme
- + PG Qual 1
- + Welsh Baccalaureate Advanced Diploma
- + Welsh Baccalaureate Foundation Diploma
- + Welsh Baccalaureate Intermediate Diploma

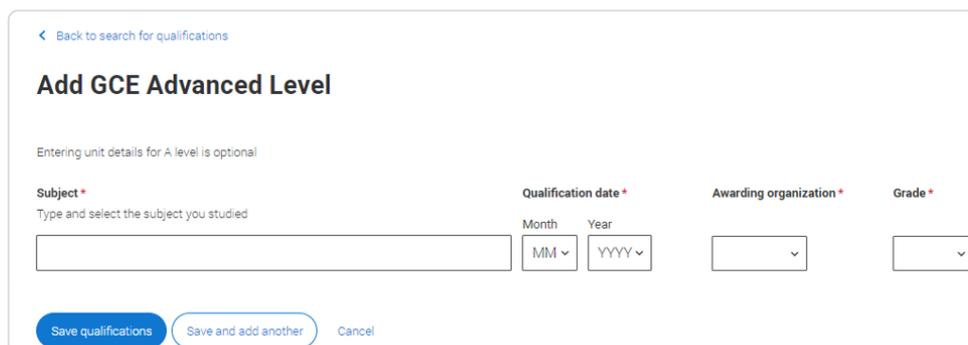
## Step 6

The qualification dates you can select are based on those entered when you added your place of education. You need to enter the awarding organisation – speak to your teacher or adviser if you're not sure what this is.

If you haven't finished the qualification or had your result, then choose **Pending\*** in the Grade field.

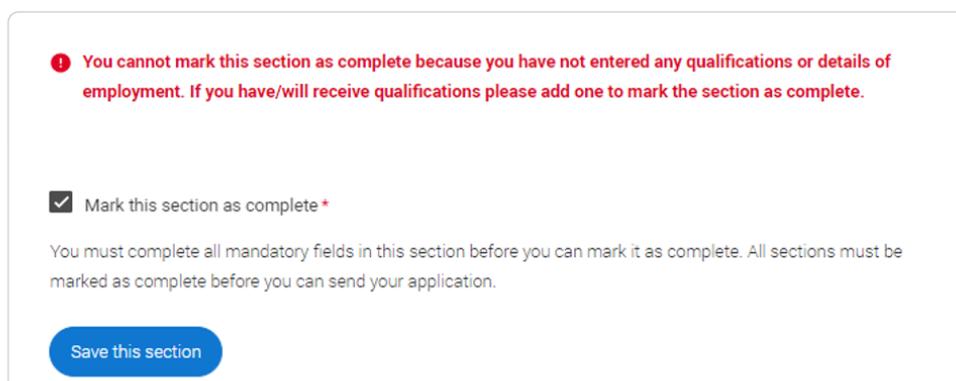
It's entirely up to you whether you include module information. However, some courses may state in their entry requirements that they'd like to see module results – in which case make sure you include them.

\* If presented with a free text box then the result must be left blank.



## Step 7

You must enter at least one qualification OR record of employment history before marking the sections as complete. Warnings on the screen will make it clear what the next steps are to complete the sections.



## 10. EMPLOYMENT

Only enter paid work here, so not everyone will have something to enter.

If you add more than one employer, it will appear in chronological order with the most recent at the top.

Any work experience or volunteering should be covered in your personal statement.

**If you leave this section blank remember to mark it as complete.**

The screenshot shows a sidebar menu on the left with the following items: Personal details, Nationality details (highlighted), Where you live, Contact details, Supporting information, Finance and funding, Diversity and inclusion, More about you, Education (checked), Employment (checked), Extra activities, and Personal statement. The main content area has a header 'Add employment' with a plus sign, followed by five empty grey boxes for entering employment details. At the bottom, there is a checkbox 'Mark this section as complete' which is checked, a note stating 'You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.', and a 'Save this section' button.

## 11. EXTRA ACTIVITIES

Please add any activity you have taken part in to prepare for higher education.

These include national or regional schemes, university-run programmes, summer schools, taster courses, and booster courses.

Open days are **not relevant** to this question.

If you haven't attended any such activity, please leave this sections blank.

The screenshot shows the 'Extra activities' section. It starts with the question 'Have you attended an activity to prepare you for higher education?' followed by instructions: 'Please select any activity you have taken part in to prepare for higher education. For example: national or regional schemes, university-run programmes, summer schools, campus days, taster courses, and booster courses. You can also use your personal statement to include more details about the activities you took part in, the skills you learned, and how this prepared you for higher education.' Below this is a note: 'Note: Open days are not relevant to this question.' and another instruction: 'If you haven't attended any such activity, please leave this sections blank.' and 'If this section is relevant to you, please provide the following details:'. The main content area has a header 'Add activity' with a plus sign, followed by two empty grey boxes for entering activity details. At the bottom, there is an unchecked checkbox 'Mark this section as complete', a note stating 'You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.', and a 'Save this section' button.

If this section is relevant to you, you need to include:

- type of activity
- name of the activity provider (from a drop-down list)
- name of the activity/programme (a free-text box)
- dates of the activity.

If the type of activity you attended is not listed, please select 'Other'.

**Add activity**

Type of activity \*

Characters used: 0 of 100 characters

Start date \*

Day Month Year  
DD MM YYYY

End date \*

Day Month Year  
DD MM YYYY

Save Cancel

The activity provider is the organiser of the activity. It may be a university or college, or a national, regional, or local organisation.

If the activity provider isn't listed, please select "Other". If you're unsure of the answer, contact whoever organised the activity to find out, and, if you're still unsure, select 'Don't know'.

**Add activity**

Type of activity \*

Mentoring

Activity provider \*

Save Cancel

Add the official title of the activity. If you're unsure of the answer, contact whoever organised the activity to find out.

Remember you can use your personal statement to include more details about the activities you took part in, the skills you learned, and how this prepared you for higher education.

**Add activity**

Type of activity \*  
Mentoring

Activity provider \*

Name of the activity/programme  
This is a free text box of 100 characters |  
Characters used: 42 of 100 characters

Start date \*  
Day Month Year  
DD MM YYYY

End date \*  
Day Month Year  
DD MM YYYY

Save Cancel

## 12. PERSONAL STATEMENT

You can save and edit this section as many times as you need to.

If you try to navigate away without saving your work. We'll remind you with a pop-up warning.

For advice on how to write your **personal statement** head to [ucas.com](https://ucas.com) or use the personal statement builder in the UCAS Hub.

Our guide to [writing your personal statement](#) (opens in a new window) should help you complete this section. We strongly recommend you write the statement using a word-processor and paste it in to your application. You can type your statement directly into the box or edit a statement you have pasted in.

Personal statement \*  
.

Characters used: 1 of 4000 characters

Save draft Save & Preview

Are you sure you want to leave this page without saving your changes?  
Yes No

You can only mark **this section as complete** on the **Preview** screen.

Remember we'll carry out checks to verify your personal statement is your own work.

If it appears to have been copied from one or more other sources, we'll inform the universities and colleges to which you have applied. They will then take the action they consider appropriate.

We'll also contact you by email to tell you this has happened.

### Personal statement Preview

i You have used 5 of 47 lines based on the preview and 445 of 4000 characters.

**Make sure your personal statement is your own work**

We'll carry out checks to verify your personal statement is your own work.

Provided it is your own work, you can use your personal statement from your application last year. If it appears to have been copied from another source, we'll inform the universities and colleges to which you have applied. They will then take the action they consider appropriate. We'll also contact you by email to tell you this has happened.

Edit
445 of 4000 characters

- 1 Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut
- 2 labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco
- 3 laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in
- 4 voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat
- 5 non proident, sunt in culpa qui officia deserunt mollit anim id est laborum.

Mark this section as complete \*

You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

## 13. ADDING A CHOICE

To add your choice start typing the **name** of the university or college into the institution field. Select from the options displayed.

Do the same for the course you have selected.

Locations and start dates are displayed according to the course details.

You don't have to select a point of entry, but if you want to, it will usually be year 1 or foundation year (if available).

+ Add choice

#### Add choice

**University/college name \***

**Course \***

**Location \***

**Start date \***

**Further details**

You only need to provide information here if your chosen university or college has asked you to.

**Point of entry**

This tells the universities and colleges which year of the course you want to start, e.g. point of entry one is the first year of the course. If you wish to start in the first year of the course leave the box blank and you will automatically be considered for the first year. Enter 0 if you intend to take a foundation year – not all universities offer a foundation year so please check before applying.

If you've spoken to your chosen university or college and they are willing to consider your application to start the course after the first year, please enter the relevant number for the year, e.g. second year = 2, third year = 3, etc.

**Live at home while studying? \***

Yes
  No

Save
Cancel

Some courses may require you to disclose your criminal conviction status.

We'll only show this question if the course choice requires it.

### Criminal convictions

**Applied Health & Social Care (top-up) at University of Worcester**  
 This course has entry requirements which ask you to disclose further information regarding any spent or unspent convictions or any past criminal activities, and may also require a criminal records check.

▼ **Help with criminal convictions**

Further checks may also be required under the Disclosure and Barring Service.

If you have spent or unspent convictions from a court outside Great Britain, additional checks may be carried out depending on the records available in respect of the applicable country.

A criminal records check may show all spent and unspent criminal convictions including (but not limited to) cautions, reprimands, final warnings, bind over orders or similar and, to the extent relevant to this course, may also show details of any minor offences, fixed penalty notices, penalty notices for disorder, ASBOs or VOOs.

Please tick if you have any spent or unspent criminal convictions or other punishments that would show up on a criminal records check? \*

**If you tick the box you will not be automatically excluded from the application process.**  
 It is recommended that you read our page on criminal convictions and if these issues are in any way relevant to you, you should obtain further advice from appropriate bodies. UCAS will not be able to assist you in this respect. You will be asked this question each time you add a course that requires a criminal conviction declaration.

There is a maximum of **five** choices and choice restrictions may apply. A maximum of **four** courses from medicine, dentistry, veterinary medicine or veterinary science, and either the University of Oxford OR the University of Cambridge).

**Once all choices are added you must mark the section as complete to be able to submit.**

Choices do not need to be added in any preference order. Universities / colleges can only see where else you've applied once they've made their offer and you've decided whether to accept them as your firm or insurance choice.

The screenshot shows the 'Your choices' section of the UCAS application. At the top right is a 'Search for courses' button. Below it is a large blue button with a plus sign and the text 'Add choice'. Two course cards are listed:

- Accounting and Finance (N400)**  
 Aberystwyth University (A40)  
 Location: Hain Site (Aberystwyth)  
 Start date: 01 September 2022  
 Further details: Not provided  
 Point of entry: 1st year  
 Deferred entry: Yes  
 Live at home while studying: No
- Accounting and Finance (with integrated Foundation) (NN44)**  
 University of Buckingham (B93)  
 Location: Hain Site  
 Start date: 01 September 2022  
 Further details: Not provided  
 Point of entry: 1st year  
 Deferred entry: Yes  
 Live at home while studying: No

At the bottom of the section is a dark blue box with the text: 'You can add up to 5 choices to your application. You can change your choices until you send your application to us. All sections must be marked as complete before you can send your application to us.' Below this text is a blue button labeled 'Mark complete'.

Some courses have extra admissions tests and assessments.

We'll show these in **blue text** on the choice card.

This should not be a surprise to you, as you should have seen details of this when researching the course.

Your **choices**

 **Add choice**

**Medicine (A100)**  
University of Oxford (033)

Location: Christ Church  
Start date: 01 October 2022  
Further details: *Not provided*  
Point of entry: 1st year  
Deferred entry: Yes  
Live at home while studying: No  
Criminal convictions declaration: Undeclared

INFO

- You may need to take an admissions test**  
As part of the application process for this course you may need to sit the following admissions tests: Bio-Medical Admissions Test (BMAT)
- There may be an assessment**  
You may be required to attend an interview or audition or provide a portfolio, essay or other piece of work to help the course tutor decide if you're suitable for this course.

...

Click anywhere on a choice card to expand it or collapse it.

Any choice combinations that are not permitted will be flagged with **red text** on the right of each relevant card.

For example, these screens show error messages for students trying to apply to University of Cambridge **and** University of Oxford.

**Medicine (A100)**  
University of Cambridge (C05)

Location: Girton  
Start date: 01 October 2021  
Further details: *Not provided*  
Point of entry: 1st year  
Deferred entry: No  
Live at home while studying: No  
Criminal convictions declaration: Undeclared

INFO

- Check your choices**  
You can usually only apply to one course at either the University of Oxford or the University of Cambridge. The only exception is if you'll be a graduate by 30 September 2021 and you're applying to Cambridge for graduate medicine (course A101). If so, you can also apply to medicine (course A100) at Cambridge, as well as graduate medicine (course A101) at Oxford.
- You may need to take an admissions test**  
As part of the application process for this course you may need to sit the following admissions tests: Bio-Medical Admissions Test (BMAT)
- There may be an assessment**  
You may be required to attend an interview or audition or provide a portfolio, essay or other piece of work to help the course tutor decide if you're suitable for this course.

...

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**Medicine (A100)**  
University of Oxford (033)

INFO

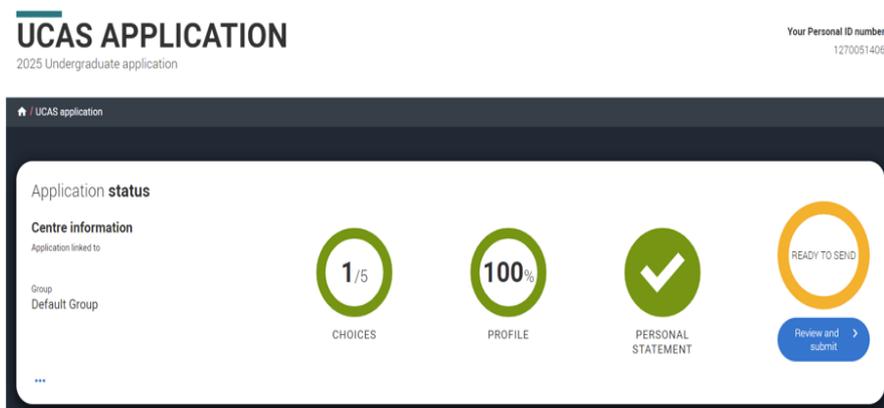
- You can't make two or more applications to Oxford**
- You may need to take an admissions test**
- There may be an assessment**

...

## 14. SUBMITTING YOUR APPLICATION

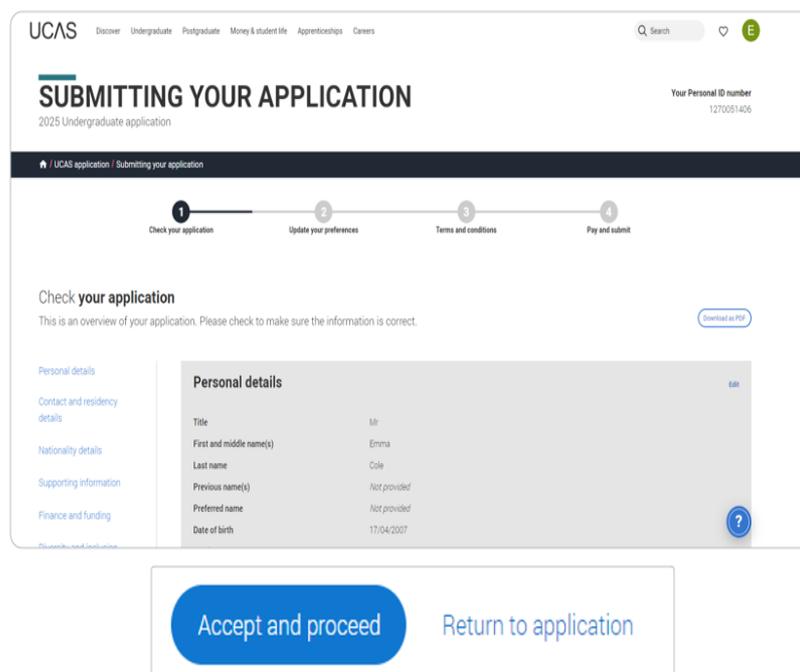
There are 4 steps to the submission process.

The profile must be complete and showing 'Ready to Send' before being able to review and submit.



This shows the full application; you can download it as a pdf (in the top right) to help you check it.

At the bottom of the application, click **Accept and proceed** (or return to application if you want to make more changes).



We need you to check, and where necessary, update your preferences.

### Marketing preferences

When you're applying and off to uni, you'll find different brands and universities will want to get in touch with you to share information about things to make student life easier and help you choose the right university for you. Tell us what you'd like to hear more about...

**Study and career opportunities, plus health information \***  
Get career advice and information on course and training opportunities from employers, universities and colleges, as well as health and well-being guidance as you prepare for student life.

Yes  No

---

**Student essentials \***  
Make the most of student life with info on tech, retailers, publications, banks, travel, and transport, as well as recommendations for student accommodation.

Yes  No

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**Relevant courses \***  
If you find yourself without a place, we'll share course info from unis and colleges that have vacancies on relevant courses.

Yes  No

---

All  Email  Post  SMS

You must tick the box at the bottom of the page to confirm you have read and understood the terms and conditions.

You can collapse these by clicking the ▼.

Then click **Accept and proceed**, or you can Return to application, or Return to marketing preferences.

### Terms and conditions

These are the terms and conditions (the "Terms") on which we supply the "Apply" service (the "Service") to you.

- Unordered list
- Harum asperiores tenetur odio queraet eaque veniam fugit soluta et fuga saepe temporibus aut delectust

- 1 Ordered list
- 2 Ullam placeat numquam perferendis delecti ut eveniet tempore nihil aliquid ut dolore non vero molestias

It is important that you read these Terms carefully so that you are happy you understand their content.

We will ask you to confirm your agreement by ticking a box when you submit your application (your "Application"). By ticking this box, we will consider that you accept these Terms, our website terms and conditions and our privacy policy.

We are unable to process your Application until you do so.

[EXPAND ALL](#) [COLLAPSE ALL](#)

▼ **About UCAS**

What we do and how to contact us.

- 1.1 We are the Universities and Colleges Admissions Service, a company incorporated in England and Wales with company number 02839815, whose registered office is at Rosehill, New Barn Lane, Cheltenham, Gloucestershire, GL52 3LZ ("UCAS", "we", "us").
- 1.2 You can contact us by telephoning our customer service team on 0371 334 4447, emailing us at [webenquiries@ucas.ac.uk](mailto:webenquiries@ucas.ac.uk) or by writing to us at the above address.
- 1.3 Our role is to provide application services for people applying for undergraduate and postgraduate courses, as well as making choices after their GCSEs.

**Help text**

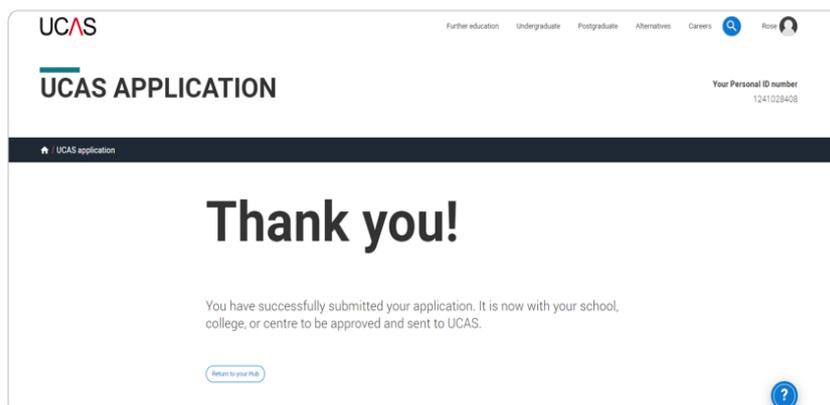
This section summarises important points. It's important you still read and understand the full conditions.

← **Contact us**

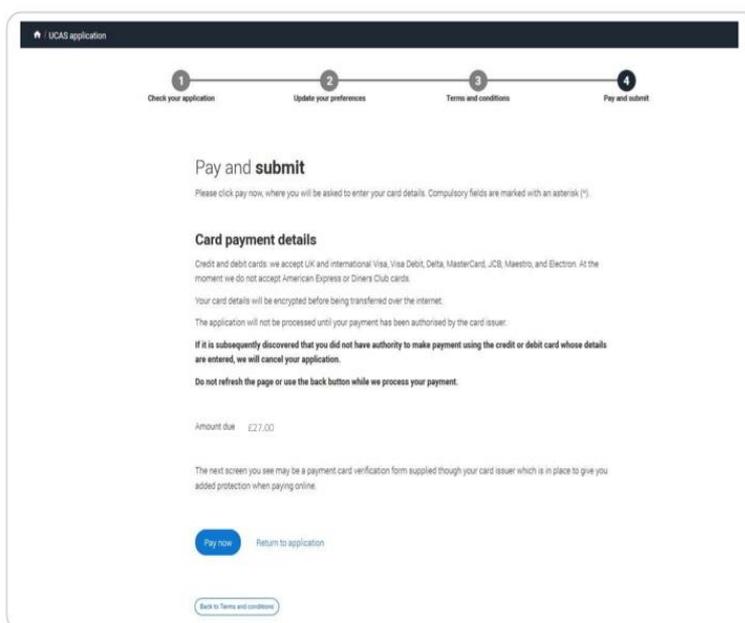
How to get in touch with UCAS

## 15. PAY AND SUBMIT

If your school or college pay for your application, you won't need to enter any card details.



If you need to pay by card, you will see this screen. Click **Pay now** and you will be asked to enter your card details.



When you've paid and submitted your application, it will go to your school/college to check.

They will submit the application to UCAS.

If you log in after you've submitted your application, you'll see a read-only version of it.

[Return to your hub](#)

This is a read only version of your application which is with an adviser at **UCAS Test and training centre**. [Contact your adviser](#) if you have any questions or problems with your application. [Contact](#) [Download as PDF](#)

- [Personal details](#)
- [Contact and residency details](#)
- [Employment](#)
- [Education](#)
- [Nationality details](#)
- [Supporting information](#)
- [English language skills](#)
- [Finance and funding](#)
- [Diversity and inclusion](#)
- [Personal statement](#)

Personal details	
Title	Ms
First name	Rose
Last name	Hill
Previous name(s)	Not provided
Preferred name	Not provided
Date of birth	08/02/1995
Gender	Female

Contact and residency details	
Mobile telephone number	01234567890
Other telephone number	Not provided

## **FREQUENTLY ASKED QUESTIONS**

### **I'm having trouble paying for my application – what should I do?**

To be able to pay and send your application, every section must be ticked as complete. If you're applying independently, that includes your referee submitting their reference online.

If the payment isn't going through, please double check all details have been entered correctly, you have funds available, and the card has been registered for online payments.

If you're outside of the UK, you may need to let your bank know you're trying to make the payment as well.

Please avoid clicking multiple times as this can also cause problems. If it locks your payment attempts, this will reset automatically after two minutes.

### **How do I apply for a deferred entry?**

You can select a 'deferred' start date for your chosen course when you apply, but it's important to contact the uni or college before submitting your application to make sure they are happy to accept a deferred application.

### **What are entry requirements?**

Entry requirements vary between universities and colleges – a full list of universities and colleges and their minimum entry criteria can be found in the UCAS search tool. If you are unsure you meet a university/college's criteria, it is best to contact their admissions team for further guidance.

## **What is the UCAS Tariff?**

The UCAS Tariff is a way of allocating points to qualifications. Not all qualifications attract UCAS Tariff points for various reasons. The university or college you're interested in may accept your qualifications as an appropriate entry route, even if they don't attract UCAS Tariff points

## **What will happen when I've sent my application?**

We'll process it and send you a welcome email confirming the application has been sent to your university choices. This email will also contain your Personal ID, which will enable you to sign in to your Hub to check the progress of your application.

## **How can I make a change to my application?**

This depends on the type of change you want to make. You can change your address, phone number, and email address in your UCAS Hub.

If you want to change your choices, this will depend on where you are in the application process. For more information, see the 'Making changes' page on the UCAS website.

## UCAS contact details

If you are unsure or need any further advice, do get in contact with UCAS who are there to support you with any questions you may have.

**Our normal opening hours are Monday to Friday from 08:30 to 18:00.**

**Calls will be charged at your standard network rate.**

**Please have your Personal ID number ready so we can find your records quickly.**

### **Undergraduate**

Applications to:

- undergraduate degree courses
- postgraduate teacher training programmes in Scotland and Wales
- MA/MSc courses in social work, nursing and medicine, or LLB accelerated programmes

**UK phone number**

**0371 468 0 468**

### **Conservatoires**

This is the application service for undergraduate and postgraduate performance-based music, dance, drama, and musical theatre courses at UK conservatoires.

**UK phone number**

**0371 468 0 470**

**International number**

**+44 330 3330 232**

**OPPORTUNITY SUPPORT SUCCESS**