



## STOWE SCHOOL

### UCAS - WHAT TO DO ON A LEVEL RESULTS DAY

Make sure you have access to a telephone and the internet. Go online and check your position in UCAS Track. This is updated continuously and will hold the latest position.

If your Firm choice is happy with your results, UCAS will send you a confirmation letter confirming your place. You have to either accept this offer or drop out of UCAS for this year altogether. You may be offered a different course or a deferred place. If so, you have five days in which to respond.

If your results do not meet your Firm offer but do meet your Insurance offer UCAS will send you a letter confirming that you have a place at your Insurance choice. You have to either accept this offer or drop out of UCAS for this year altogether. You may be offered a different course or a deferred place. If so, you have five days in which to respond.

If you have done better than your Firm offer, you have a third choice: **Adjustment**. This means that you can keep your Firm offer in hand while looking for a course that will accept your new results. To use Adjustment, (1) register for Adjustment on Track, (2) identify the course to which you would like to upgrade, checking that it has places available (the course details on the UCAS website will show whether there are places available: you may also find this information in other media), and (3) ring that university and explain that you would like to apply through Adjustment. If they accept you, your entry on Track will change. You have five days in which to do this, starting from the time of registering for Adjustment.

If you have not met either offer, you are eligible for **Clearing**. This allows you to apply for an empty place on a course whose requirements match your results. To use Clearing, (1) look for a course that will accept your new results, checking that it has places available (the course details on the UCAS website will show whether there are places available: you may also find this information in other media), (2) ring that university and explain that you would like to apply through Clearing. You can ring as many universities as you like. If a university provisionally offers you a place, (3) go to Track and select Add Clearing Choice, (4) enter the university and course details on Track to confirm acceptance of the place.

If you are asking for a re-mark of a critical result, ring your university straightaway and tell them.

If you have only narrowly missed your offer and can think of reasons why your university should take you nevertheless, ring them straightaway and try persuasion. Speed is vital: you have to catch your university before they have given your place to someone else.

If you don't receive a confirmation letter, check that UCAS has your address up-to-date.

Mrs Dawson (+44 (0)1280 818339) and I (+44 (0)1280 818168) will be at School on Results Day and able to advise. We will also be able to respond to emails. You can contact UCAS on +44 (0)371 4680468.

Good luck!

Mr D J Critchley  
June 2017