

USEFUL INFORMATION FOLLOWING A LEVEL RESULTS DAY - AUGUST 2020

APPRENTICESHIP APPLICANTS

If you have successfully gained an apprenticeship your employer will have told you whether your job offer is conditional on A Level results. If it is, you will need to contact them to confirm you have met their conditions of employment. If you haven't got the A Level results needed, please still contact them to discuss as they may still be willing to offer you a position.

If you have not secured an apprenticeship, and want to, please carry on searching; there are still opportunities out there. Beckie has been emailing you regular apprenticeship opportunities and will continue to do so. If you need any help with any application, we are still here to help in any way we can.

- <https://www.gov.uk/apply-apprenticeship>
- <http://www.notgoingtouni.co.uk/>
- www.unifrog.co.uk
- <https://www.ucas.com/apprenticeships-in-the-uk>
- <https://www.prospects.ac.uk/jobs-and-work-experience/apprenticeships>
- <https://www.getmyfirstjob.co.uk/choices/apprenticeships/degreeapprenticeship.aspx>
- <https://amazingapprenticeships.com/vacancies/>

UNIVERSITY APPLICANTS

If you are applying for university please check UCAS in the morning of results day. UCAS will for the vast majority of you be updated from 8am on Thursday 13th August.

The courses that don't always update straight away are courses linked to teaching and the NHS due to the extra security and health checks you have to go through. Offers changing to unconditional can be dependent on you having completed your DBS checks and occupational health and vaccination paperwork. You will need to be patient and keep checking TRACK. You can also phone the university but they may advise you that you will need to wait for track to update.

UNCONDITIONAL FIRM

If you have been successful in achieving a place at your first-choice university your offer will have changed to UNCONDITIONAL (UF). Track will display a Confirmation letter, which will advise you, if you need to take any further action.

UNCONDITIONAL INSURANCE

If you have not been successful in achieving a place at your first choice, hopefully you will have been successful in achieving a place at your insurance choice university. If you have been given a place at your insurance choice university your offer from that university will have changed to UNCONDITIONAL (UI) Track will display a Confirmation letter, which will advise you, if you need to take any further action.

NOT MEETING CONDITIONS OF OFFERS

If you have not met the conditions of your offers from either your firm or insurance place you may still be accepted by the university or college, but you may need to wait a few days for them to make

a final decision. The university or college may be waiting for some information (confirmation of exam results, non-academic information, etc.) to make a final decision

If you have not met the conditions of your offer you may be offered a change of course, date of entry, or point of entry offer, which will be shown in Track. You are not obliged to accept this. Track will display a Confirmation Change Letter outlining the available options. If you receive an amended offer you must then accept or decline the change within five calendar days. If you don't wish to accept the amended offer you can decline and enter clearing.

CLEARING

Beckie is available to help you, talk through your options etc. you don't have to go through this process alone.

If you have entered into clearing you have two options, you can use Clearing Plus or you can enter Clearing and search for your own alternative university and course.

Applicants who are unsuccessful and have paid the full application fee (£25) are eligible for Clearing. Those who originally applied for one choice, paid £20, and are not holding an offer, need to make the additional payment of £5 if they wish to enter Clearing. This can be done in Track using a debit or credit card.

The Clearing process runs from 6 July, and helps students without a confirmed place, and those who apply late, to find courses where there are still places available.

Applicants become eligible for Clearing at different times, and it is available for those who:

- apply after 30 June 2020
- haven't received any offers
- declined any offers they received

CLEARING PLUS

Applicants can use CLEARING PLUS to:-

- view a list of courses you've been personally been matched to in Track by clicking the 'view matches' button;
- you can browse from a list of courses you've been matched to. These matches are based on your application and what universities and colleges have told UCAS they're looking for in a student;
- if you find a course you want to be considered for, you should click the 'I'm interested' button and your details will be passed to the university or college;
- if the university or college still has places, they may reach out to discuss things further and make an offer;
- if you receive an offer, all that's left to do is to add it as a Clearing choice so your place can be confirmed. **See below regarding adding your choice to clearing.**

CLEARING

Official Clearing course vacancy information is only published by UCAS in their search tool from 6 July. There are over 35,000 courses for students to choose from.

If you find a course you are interested in, you should talk to the uni or college – if you share your Clearing number the provider can look up your application. If you secure a verbal offer, the applicant can then add the choice in Track.

How do I apply using Clearing?

1. Ask for advice – Beckie is available in results day to help you.

2. See what courses are available

Use the search tool on UCAS to find courses – it's the only official vacancy list, so it's the most up-to-date. If you can't find the course you're looking for:-

- consider different subjects – you don't have to stick with your original idea. You could also look at joint honours courses, so you can study a mix of subjects;
- keep checking – universities update their course information regularly. You might not find the exact universities/colleges/courses you were looking for – some might be full, but some might get vacancies later on;
- check the course details – how is it structured each year? What modules make up each year? What are the entry requirements?

3. Talk to any unis or colleges you're interested in

Before you add a Clearing choice in Track, you need to call the university and give them your Clearing number (you can find this in Track), and Personal ID, so they can look up your application.

- Ask if they'd accept you – they might reconsider you (maybe for the same course) even if you applied to them earlier in the year.
- Get informal offers over the phone – maybe from a variety of universities and colleges – then decide which one you want to accept.
- Ask about accommodation options – is there any on-campus?
- If you are able to in the current situation take a look around the campus/location (if you have the time), it's the best way to see what a university/college is like – most will be happy to meet you and show you around. Alternatively, see if they have a virtual tour or a virtual open day.

ADD YOUR CLEARING CHOICE IN TRACK

Only add a Clearing choice once you have permission from the university or college.

Click 'Add Clearing choice', and fill in the course details by the date the university/college gave you on the phone.

This counts as you definitely accepting the offer, so if they confirm, it'll show as an acceptance on your 'Choices' page in Track.

You can only add one choice at a time, but if the university/college doesn't confirm your place, you'll be able to add another.

CLEARING FOR NEW APPLICANTS

If you haven't already applied and you now wish to, please contact Beckie so she can support you with registering, creating your account and making an application. Unlike applying before Clearing, you'll only be able to add a choice after you've submitted your application. UCAS send you a welcome email, with details of how to access Track, and your Clearing number.

ADJUSTMENT

If your results are higher than originally predicted you will have the additional option of ADJUSTMENT. If you didn't apply to a particular university because you weren't sure you would achieve the entry requirements you can, if you wish, try and secure a place at this (or another) university.

You can look at alternative options through Adjustment, while still holding your original confirmed offer.

Adjustment is an optional service for students who meet and exceed the conditions of their firm choice. It gives you an opportunity to reconsider where and what to study, without losing your secured place.

Adjustment is open from 08:00 on 15 August until 31 August. During this time, students' can register for Adjustment in Track.

It's entirely optional, and a lot of competitive courses will be full – but other applicants might have missed their conditions or swapped a course too, so it could be worth seeing what's available.

If you try Adjustment but you don't find anything, you'll still keep the course you gained on results day.

You'll see the option to register in Track. Your original UF choice will be safe while you're looking for another – you'll only lose it if you confirm you'd like to go elsewhere and the new university/college adds themselves to your application.

WHAT TO DO IF YOU WISH TO ENTER ADJUSTMENT

You register for Adjustment in UCAS Track.

You only have five 24 hour periods (including weekends) within this time to use it, starting from when your conditional firm (CF) offer changes to unconditional firm (UF), or on A level publication day – whichever is the later. If your offer changes to UF less than five days before 31 August, you'll only have whatever time is left between then and 31 August.

Talk to any universities or colleges you're interested in

There's no vacancy list for Adjustment – you'll need to check course details using the search tool and contact admissions offices at universities and colleges to talk about any possible vacancies.

Tell them you're applying through Adjustment and give them your Personal ID. (They won't be able to see your application unless you've registered.)

They'll check you've met and exceeded your conditions. (Remember if you contact them on results day there could be a short delay while your application is updated.)

Talk to them about course vacancies, but be careful to confirm that you're just gathering information at this stage – **only verbally agree an offer with a university or college if you're absolutely sure you want it.**

If a university or college offers you a place over the phone, you just need to let them know if you'd like to accept it. Remember you can only have one Adjustment offer, and it's the university or college that will add themselves to your application.

Only verbally accept one offer, and make sure it's the right one!

If they're happy to accept you, your Track screen will be updated with the new choice and UCAS will send you a confirmation letter.

If not, you can keep on looking, or once your Adjustment time limit is up, you'll just keep your original place.