

UCAS
Information for Parents
January 2015

Has your child indicated that he/she intends to apply for university through UCAS?

If so, we have an extensive and ongoing programme to support all applicants in processing their application. This includes advice on course choice, personal statements and guidance on how to complete the electronic application. Pupils will be supported throughout this process by their PSD teacher, PT PSD for S6 and will also be assigned a UCAS Tutor who will finalise the Personal statement and prepare a school reference.

We are most grateful to parents in ensuring personal statements are accurate and of a high standard, all personal information is accurate, course choices are appropriate and realistic and all final stage deadlines are met timeously

It is the responsibility of the **UCAS candidate**, NOT the tutor, to ensure that all deadlines are met and applications are of a high standard.

Accurate, up-to-date information about the UCAS process, support in application and in writing a personal statement can also be found at www.ucas.com

The UCAS application is on-line. Key dates are as follows:

30 August 2015	All applicants should have registered on-line
13 September 2015	All personal details, including exam results and pending subjects entered
24th October	First draft of personal statement handed to UCAS Tutor
24th October	“All About Me” proforma submitted to UCAS Tutor
15th November	All choices for university courses entered
22nd November	Final draft of Personal statement submitted to UCAS Tutor and added on to electronic application. Tutor will then finalise reference for pupil and confirm predicted grades for pending subjects.
29th November	Pupil should Pay/send application to allow Tutor to approve application, add in predicted grades and add on reference

Applications that meet deadlines will be checked, processed and sent to UCAS by 15 Dec. 2015

This information is subject to change and will be confirmed with pupils by PSD teachers