

# My UCAS Application



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Produced by the  
**Schools and Colleges Liaison Service**

## What is UCAS?

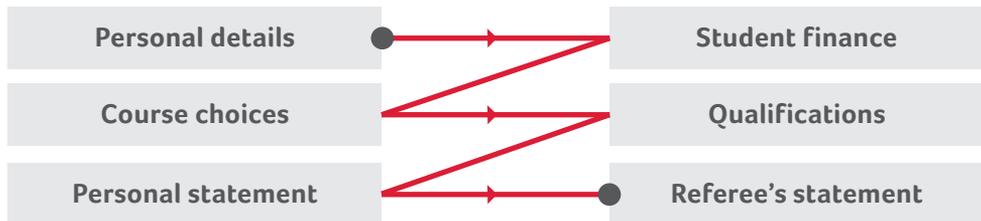
UCAS stands for the Universities and Colleges Admissions Service. It's a centralised online service that handles all applications for courses at mainstream UK universities.

### UCAS Apply

If you're looking to apply for an undergraduate course at university, you'll need to submit your application via the UCAS website, using UCAS Apply.



## What's in a UCAS application?

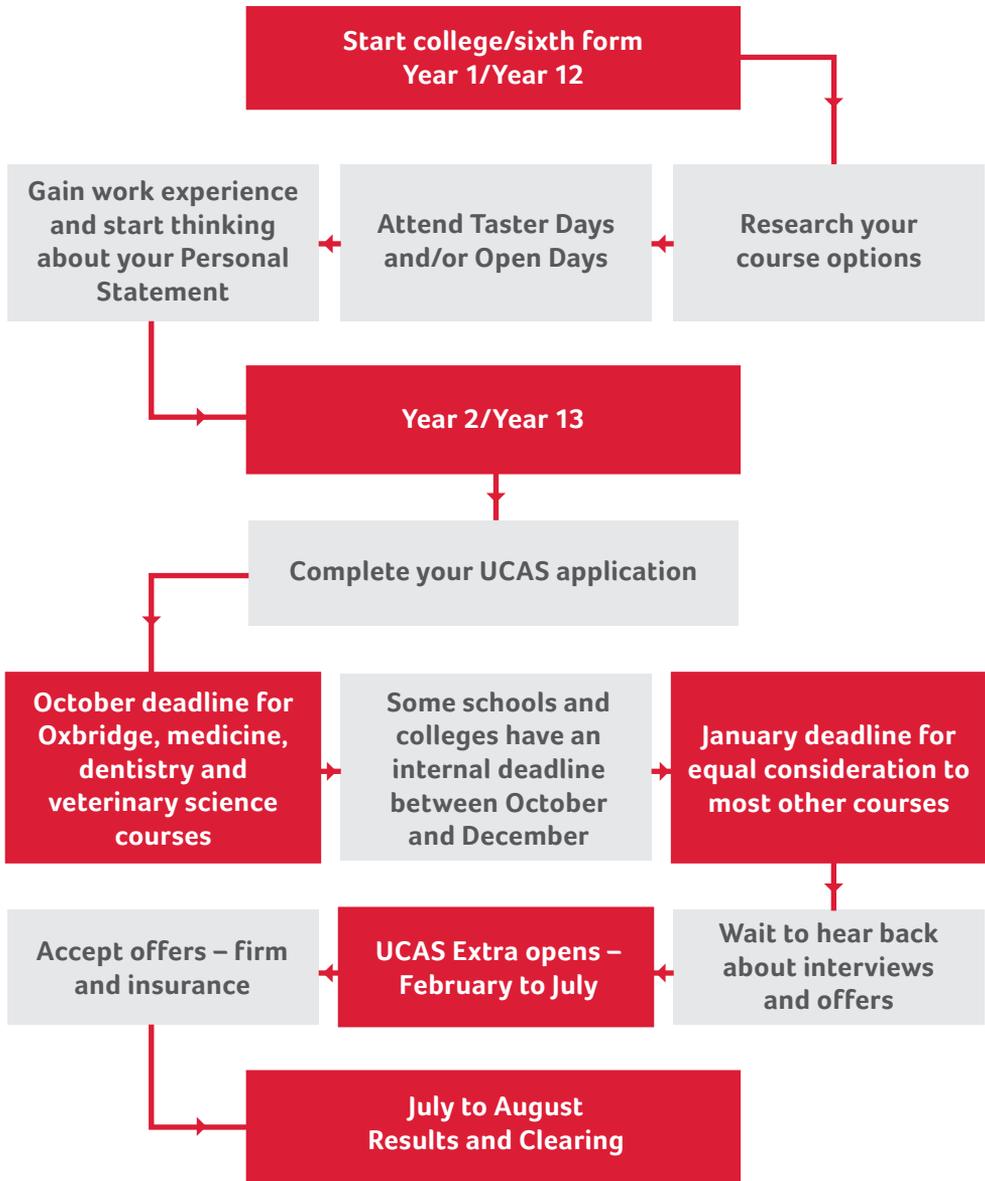


\*UCAS charge an administration fee to each applicant. You'll pay less if you're just applying for one choice, and more for multiple choices. Check [ucas.com](https://ucas.com) for up-to-date fees.

### How to apply

- Register on the UCAS website, using UCAS Apply, and fill in all sections of the application.
- Make sure you check it through thoroughly, and pay the application fee.\*
- You can make a maximum of five course choices. You could pick five different universities or several courses from the same university.
- UCAS will then send your application to your chosen universities.

# UCAS application timeline: what happens when?



## How do I choose a course?

There are over 40,000 different courses to choose from.

### My favourite subjects and my interests:

### University courses linked to these:

### How achievable are my course choices?



Entry requirements  
eg. grades, work experience



### Careers linked to course choices:



Search for courses on the UCAS website - [ucas.com](https://ucas.com)

Search job profiles on the National Careers Service website - [nationalcareersservice.direct.gov.uk](https://nationalcareersservice.direct.gov.uk)

## How do I choose a university?

### Influencing factor

Very important

Quite important

Less important

#### Location

Living at home

Moving away

Distance from home

Campus or city

#### Course

Course content

League table ranking

Student satisfaction

Opportunities for work placements

Entry requirements

Academic facilities

Graduate employment rates

#### Social, domestic and financial

Accommodation

Clubs and societies

Social life

Cost of tuition fees

Bursary or scholarship opportunities

**Now list your top five most important factors in order:**

## What happens after I've applied?

Universities will look at all applications they receive and begin to make offers. You can see how your application is progressing, including your offers and interview invitations, using UCAS Track.

### Receiving offers: what do they mean?

#### Conditional offers

Your offer of a place is based on you gaining specified grades or a minimum number of UCAS points. You will usually receive confirmation of your place on A Level Results Day in August. If you are taking other qualifications, you may receive confirmation of your place earlier depending on when your results are published.

#### Unconditional offers

Your offer guarantees you a place on the course based on existing qualifications and experience or on an interview, audition or portfolio of work. Some universities make unconditional offers on the basis that you make them your 'firm' choice. Don't be pressured into accepting unless the course is right for you.

#### Unsuccessful application

An unsuccessful application means that the university has decided not to make you an offer of a place on the course.



### Replying to your offers

When you have had a decision from all five choices, UCAS will contact you. You will be given a deadline to make your choice and respond to the offers which you can do using UCAS Track.

#### Firm Acceptance

An offer that you accept as your first choice.

#### Insurance Acceptance

An offer you accept as your second choice. This is your back-up plan just in case you don't meet the grades of your first choice.

#### Decline

You must decline any other offers you have been made.

## What happens if I'm not yet placed?



### UCAS Extra

UCAS Extra enables you to apply for alternative places, one at a time, if you do not hold any offers or have chosen to decline them from your first five choices. You should contact each institution before you apply and you can't return to any choices that declined you earlier.



### Clearing

If you are not placed during Extra or you didn't get the grades required on Results Day, you will automatically be entered into Clearing. Clearing is a service from UCAS that you can use to find alternative courses with vacancies. You can search for vacancies on the UCAS website and on university websites.



### Results Day

If you get the results you were hoping for, then conditional offers will be confirmed through UCAS Track. If you are only a few points or a grade off, you may still be offered your firm choice place but you will need to confirm this. If you don't get your firm choice, you may meet the requirements for your insurance choice.



### Alternative plans: what are my options?

If you didn't get the grades for your insurance choice, you will be automatically entered into Clearing. If your results were reasonable you should still secure a place. If not, try not to panic and discuss your options with sixth form tutors before rushing into anything. Alternative options to consider include foundation courses, re-taking and reapplying later, taking time out to gain work experience or applying for alternative options such as apprenticeships.

## Find out more about applying through UCAS



Your go-to guide on everything you need to know about the UCAS application process:

[ucas.com](https://ucas.com)

## How to apply to the University of Huddersfield



Everything you need to know about applying for undergraduate study at the University of Huddersfield:

[hud.ac.uk/undergraduate/how-to-apply](https://hud.ac.uk/undergraduate/how-to-apply)

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