

# Applying through UCAS

For courses starting in 2024

Updated: 27 April 2023

UCAS



# Using this slide deck

This deck has been designed so you can support those on the application journey.

**Information relates to the 2024 application cycle.**

You can copy and paste the screenshots included into your own materials and guides to support applicants.

Please note changes to the design of the UCAS Hub and application can take place during a cycle, along with updates to help text and guidance. This is based on feedback and is to improve accessibility and navigation. Screenshots will change, and we will update this deck periodically. Please see date stamp on the title slide.

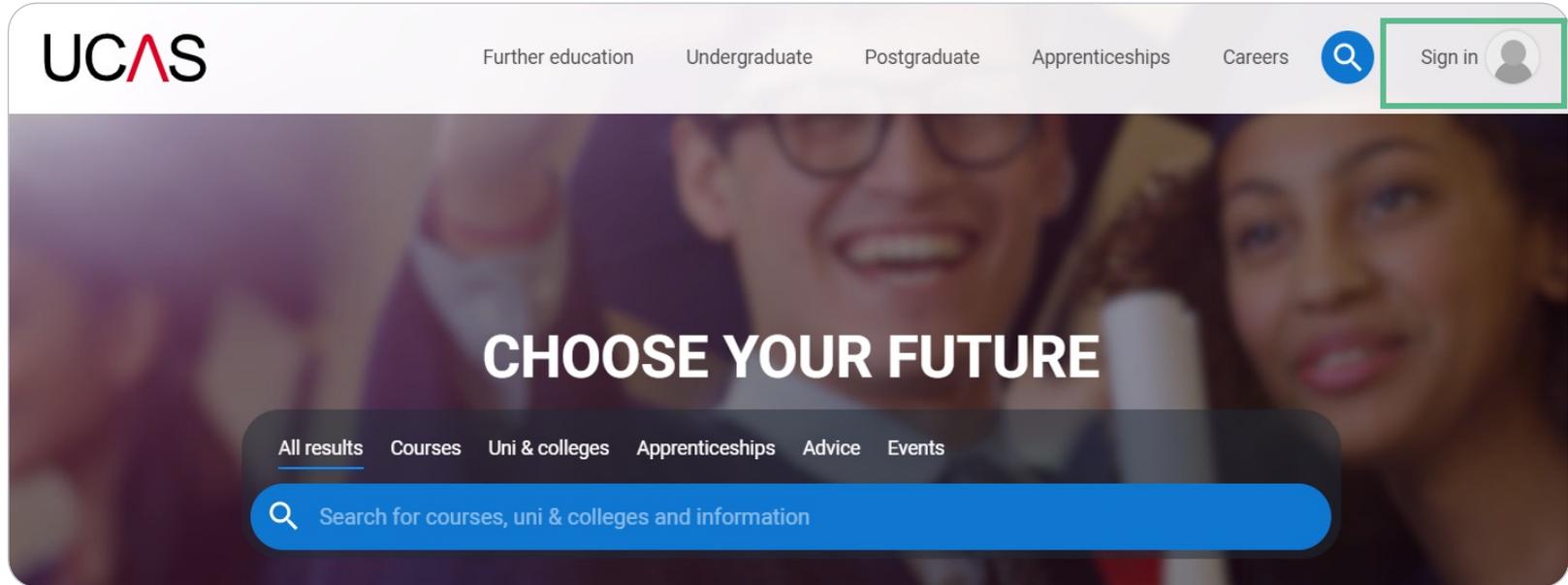
Find more help and advice on [filling in the undergraduate application](#) on [ucas.com](https://ucas.com).



# Registering for an account.

# Registering for an account

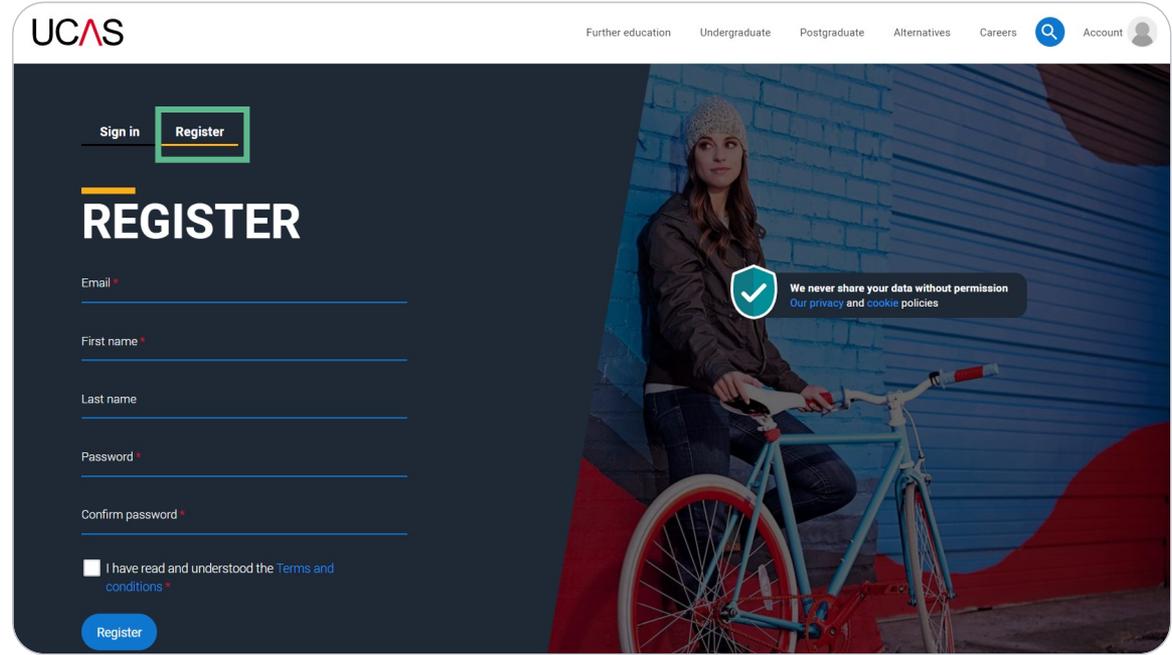
Head to [ucas.com](https://ucas.com) and select **Sign in**.



# Registering for an account

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

We recommend you use a **personal email address** so you have access to updates at all times.



The screenshot shows the UCAS registration page. At the top, the UCAS logo is on the left, and navigation links for 'Further education', 'Undergraduate', 'Postgraduate', 'Alternatives', 'Careers', and 'Account' are on the right. The 'Account' link includes a magnifying glass icon and a user profile icon. Below the navigation, there are two buttons: 'Sign in' and 'Register'. The 'Register' button is highlighted with a green border. The main heading is 'REGISTER' in large white letters. Below the heading are five input fields: 'Email \*', 'First name \*', 'Last name', 'Password \*', and 'Confirm password \*'. At the bottom of the form, there is a checkbox with the text 'I have read and understood the [Terms and conditions](#)'. A blue 'Register' button is at the bottom left. On the right side of the form, there is a blue shield icon with a white checkmark and a dark grey box containing the text: 'We never share your data without permission' and 'Our privacy and cookie policies'.

# Registering for an account

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

The image displays the UCAS email verification process. On the left is a light grey email template with the UCAS logo at the top. The subject is 'Email verification'. The body text reads: 'Hi, You now need to verify your email address. Please enter 647527 when prompted on the website. This verification code will expire after 5 minutes. Kind regards. UCAS'. On the right is a dark blue verification modal. It features the heading 'VERIFY YOUR ACCOUNT' with a yellow underline. Below the heading, it states: 'An email has been sent to you on behalf of UCAS, with a code to verify your email address. Please enter the code below.' There is a text input field labeled 'Code \*' with a red asterisk. Below the input field is a blue 'Verify' button. At the bottom of the modal, it says: 'If you have not received an email, you can [request another code](#)'.

# Registering for an account

Once you've registered, we ask you a few questions like when you want to start studying, where you live and what you're interested in so we can tailor the information you see.

Make sure you choose the correct study year, **2024** if you want to start next year, including if you want to defer entry.



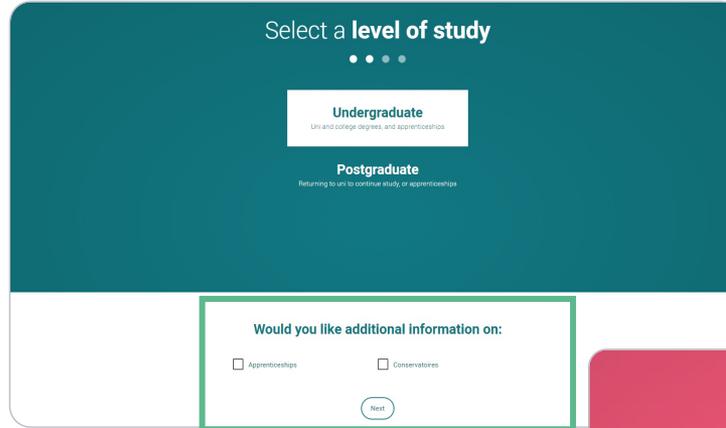
The image shows two overlapping blue panels representing a user interface. The left panel displays a user profile for 'HI ROSE' with a green profile icon, four dots below the name, and a 'Ready?' button. Below the name, it says 'We've just got 4 steps to help you find all the right information'. The right panel shows a question: 'In which year do you want to start your studies?' with four dots below it. Below the question is a list of years: 2024, 2025, 2026, 2027, and 2028, each with a horizontal line underneath it.

# Registering for an account

Choose the correct level of study; it's **Undergraduate** if you're still at school/college.

You can choose to get information on **apprenticeships** and **conservatoires** here too.

Tell us where you live so we can direct you to the right information.



Select a **level of study**

• • • •

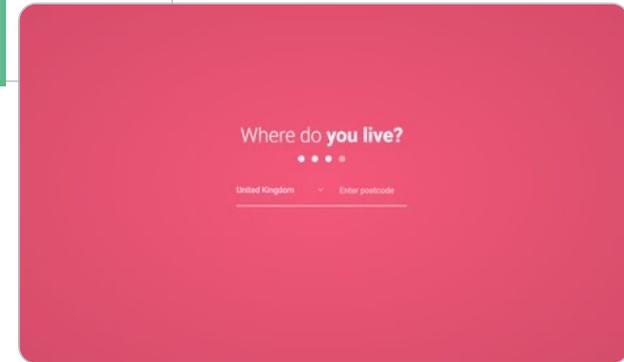
**Undergraduate**  
Uni and college degrees, and apprenticeships

**Postgraduate**  
Returning to uni to continue study, or apprenticeships

Would you like additional information on:

Apprenticeships     Conservatoires

Next



Where do **you** live?

• • • •

United Kingdom    Enter postcode

# Registering for an account

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

Select the **subjects** that you are interested in – you can change these at any point in your preferences.

## Your preferences

• • • •

**Stay up-to-date with unis, colleges, offers, and more**

Get tailored info about uni and college courses, open days, and apprenticeship options. \*

Yes  No

Get great deals, offers, and freebies, including high street brands, tech, and travel. \*

Yes  No

 Just so you know, your data is safe with us, and we never pass your details to third parties for marketing purposes without your permission. You can change your mind, and update your personal details and preferences at any time. For more information on how we treat your personal data, including how to opt out, take a look at our [privacy policy](#).

**Which subject(s) are you interested in studying?**

Subject 1 \*  
Select an option 

Subject 2  
Select an option 

Subject 3  
Select an option 

Create account

# Registering for an account

Search for your school, college or centre by typing in the name and pick from the drop down list presented.

You need to tick the box to give your permission for UCAS to share your UCAS Hub activity with your school, college, or centre, so they can support you. Then scroll right to the bottom to **Create account**.

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

**Get the right support**

Are you still at school/college? \*

Yes  No

Your school/college \*

Search for your school/college

If your school/college is not listed, tick the box below and type in the name of your school/college.

Can't find your school/college?

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

Yes  No

By ticking this box, you give your permission for UCAS to share your UCAS Hub activity (preapplicant stage) with your school, college, or centre, so they can support you. [Find out more](#).

**What about the buzzword?**

If you are applying with the support of your school/college or UCAS registered centre, they will give you a buzzword that allows you to link to them. The buzzword is needed at the point you start your application from the UCAS Hub.

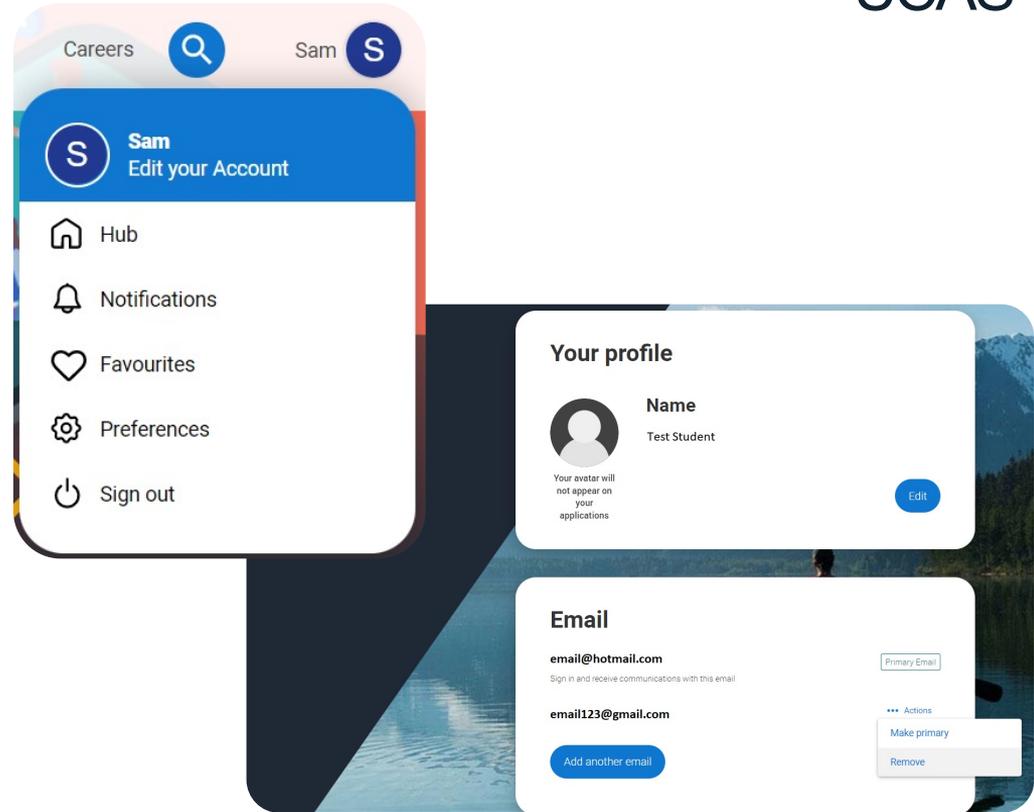
Create account

# Your email

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

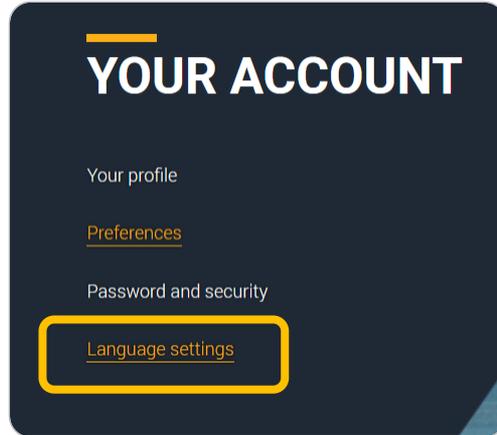
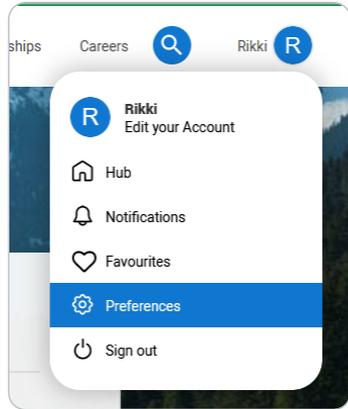
We **recommend using a personal email address** as your primary email, rather than a school/college one, so that you have access to it throughout your application journey.

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



# Welsh language preferences

If you would prefer to view your application, along with the help text and receive communications from us in Welsh, you can update your language preferences.



## Tell us your preferred language

**Applying in Welsh?** If you are applying only to Welsh universities or colleges you may choose to have your application conducted entirely in the Welsh language. You must sign out and back in to make sure your preference is saved before you submit your application.

Click on the below options to set your language preference. Please note you'll also receive letters from us in Welsh.

- English
- Cymraeg

If you're changing your language preference after you've submitted your application to UCAS, please [contact us](#) so we can ensure all future correspondence from UCAS and Welsh universities and colleges is in your preferred language.

If you're a teacher or adviser, we'll update your preferred language in the adviser portal, but this won't affect other services or correspondence you receive from us.

Save

Cancel

# Starting your application.

# Starting your application

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 **2024** if you want to start next year, including if you want to defer entry.

YOUR APPLICATIONS

## Start an application

You can only apply once in a cycle - Do not apply more than once in a cycle, or submit a new application if you are holding a deferred place, as your new application will be cancelled and you won't receive a refund.

In which year do you want to start your studies? What level of study are you interested in?

2024 ▼ Undergraduate (Uni and college degrees, and ap... ▼

 Can't find the application that you are looking for? [Find out more](#)



**Undergraduate**  
Degrees, HNDs, and HNCs  
**Applications not yet open**



**Conservatoire**  
Undergraduate or postgraduate music, dance, drama, or musical theatre.  
**Applications not yet open**

# Starting your application

To start your UCAS application click on 2024 applications to get started.

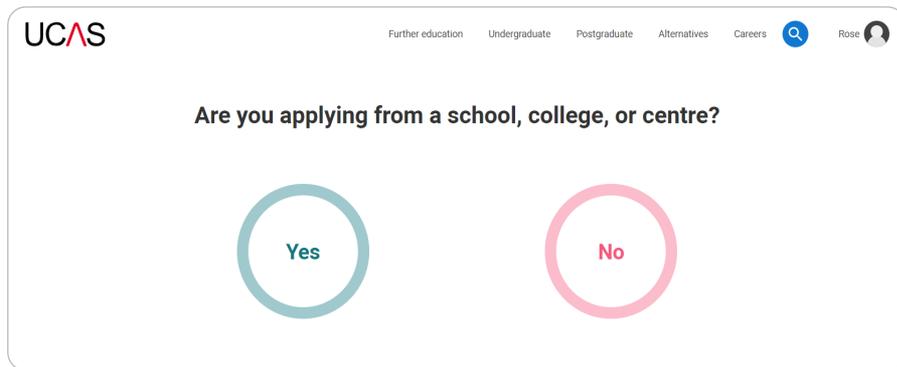
The screenshot shows the UCAS 'Your Hub' interface. At the top, it says 'Your Hub' and 'Your personalised homepage'. A navigation bar includes 'Hub', 'For you', 'Favourites', 'What to do', 'Where to go', and 'Search'. A welcome message reads 'Welcome back Becca' with a sub-note 'You will be applying in 2024 - Change year'. The main section features a large pink plus sign icon and the text '2023 UNDERGRADUATE APPLICATION Start a new application' with a sub-note 'Apply to universities and colleges to study Degrees, HNDs, and HNCs' and a 'Start an application' button. Below this is a 'Your next steps' section with three cards: 'DISCOVER WHERE TO GO' (Browse cities regions and learn what it like at Universities, colleges and employers), 'DISCOVER WHAT TO DO' (Browse subjects and careers with related courses and apprenticeship), and 'DISCOVER CAREERS' (Try our quiz and get recommended careers that match your skills and personality traits). To the right of these cards is a section titled 'How to nail that personal statement' with a 'Read more' link.

# Linking to your school, college or centre

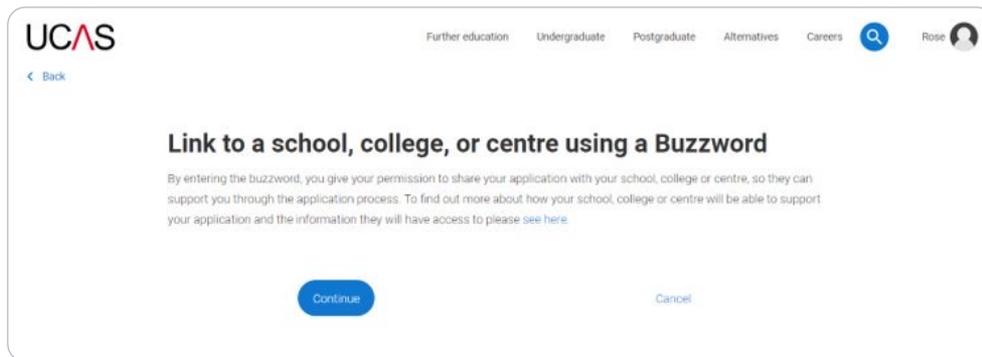
If you're applying with the help of your school, college or centre then select 'Yes'.

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

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



The screenshot shows the UCAS website header with navigation links: Further education, Undergraduate, Postgraduate, Alternatives, Careers, and a search icon. A user profile icon for 'Rose' is visible. The main content area asks, "Are you applying from a school, college, or centre?" Below the question are two large circular buttons: a teal one labeled "Yes" and a pink one labeled "No".

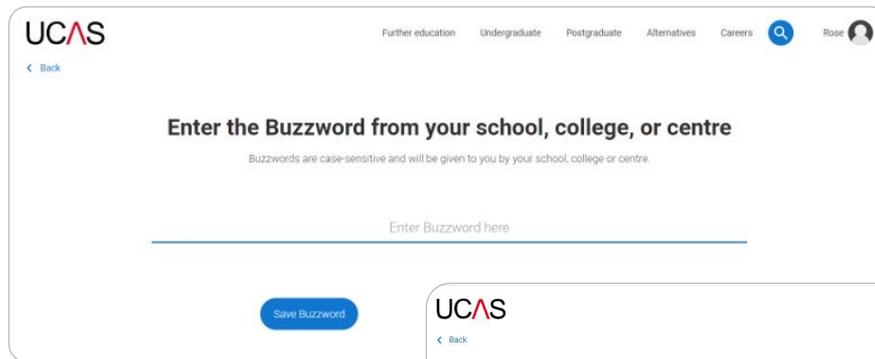


The screenshot shows the UCAS website header with navigation links: Further education, Undergraduate, Postgraduate, Alternatives, Careers, and a search icon. A user profile icon for 'Rose' is visible. Below the header is a back arrow labeled "Back". The main content area is titled "Link to a school, college, or centre using a Buzzword". Below the title is a paragraph of text: "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](#)". At the bottom of the screen are two buttons: a blue "Continue" button and a grey "Cancel" button.

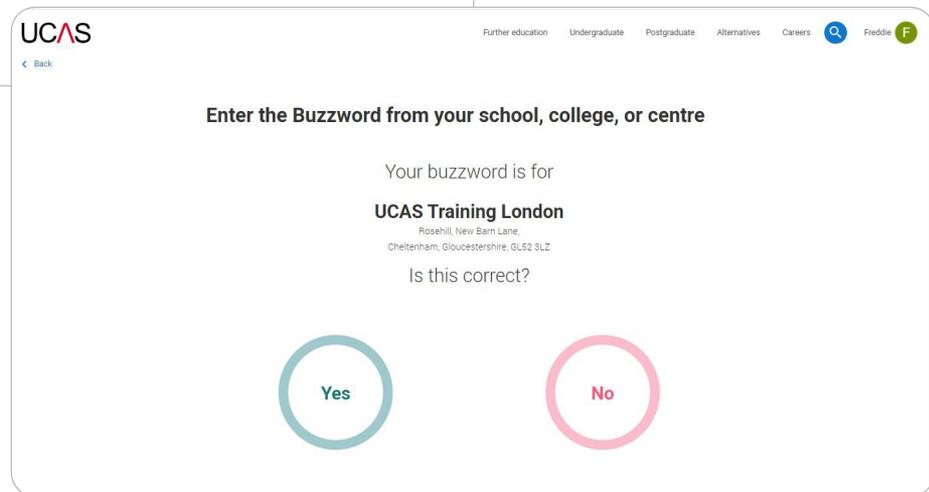
# Linking to your school, college or centre

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.



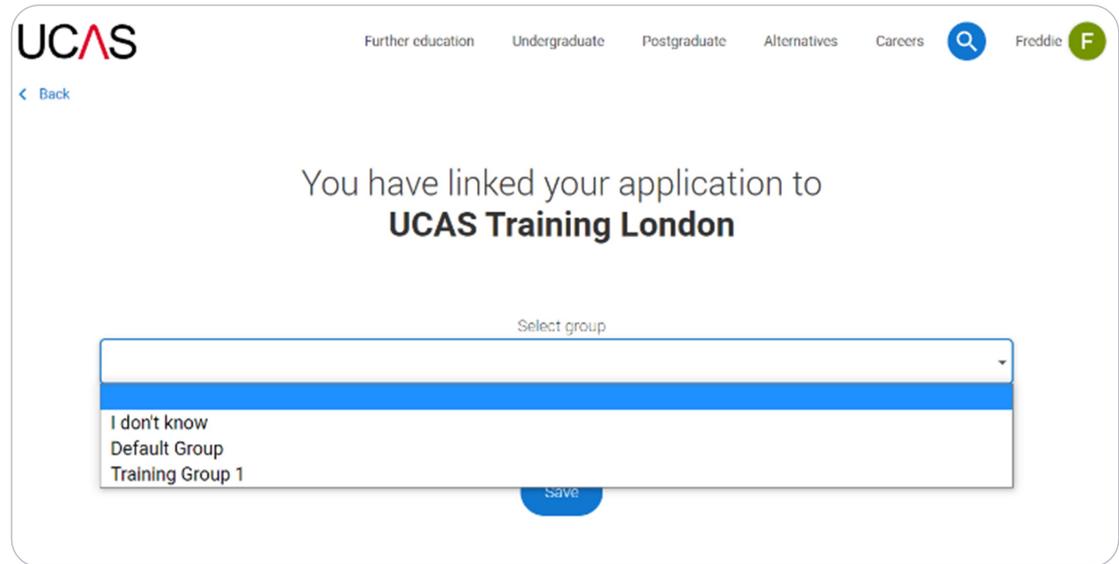
The screenshot shows the UCAS website interface. At the top, there are navigation links for 'Further education', 'Undergraduate', 'Postgraduate', 'Alternatives', 'Careers', and a search icon. A user profile icon labeled 'Rose' is visible. Below the navigation is a 'Back' link. The main heading is 'Enter the Buzzword from your school, college, or centre'. A sub-heading states 'Buzzwords are case-sensitive and will be given to you by your school, college or centre.' There is a text input field with the placeholder 'Enter Buzzword here' and a blue 'Save Buzzword' button below it.



The screenshot shows the UCAS website interface. At the top, there are navigation links for 'Further education', 'Undergraduate', 'Postgraduate', 'Alternatives', 'Careers', and a search icon. A user profile icon labeled 'Freddie' is visible. Below the navigation is a 'Back' link. The main heading is 'Enter the Buzzword from your school, college, or centre'. The text reads 'Your buzzword is for' followed by 'UCAS Training London' in bold. Below this, the address 'Rosehill, New Barn Lane, Cheltenham, Gloucestershire, GL52 3LZ' is displayed. The question 'Is this correct?' is followed by two large circular buttons: a teal 'Yes' button and a pink 'No' button.

# 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.



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', 'Careers', a search icon, and a user profile 'Freddie' with a green 'F' icon are on the right. Below the navigation, there is a '< Back' link. The main content area displays the message: 'You have linked your application to **UCAS Training London**'. Below this message is a dropdown menu labeled 'Select group'. The dropdown menu is open, showing three options: 'I don't know', 'Default Group', and 'Training Group 1'. The 'I don't know' option is highlighted with a blue bar. Below the dropdown menu is a blue 'Save' button.

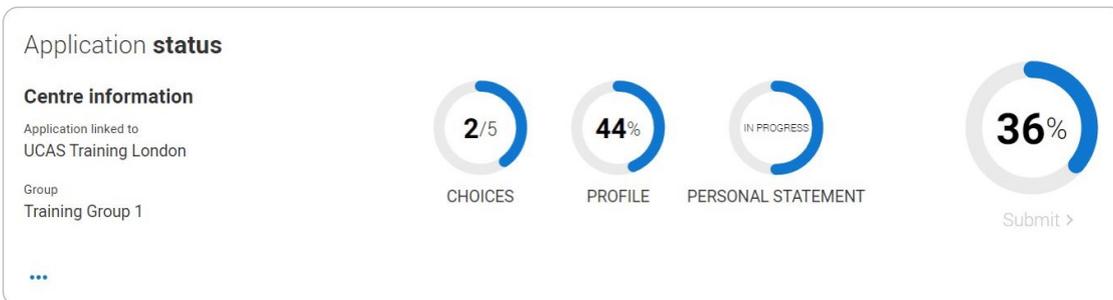
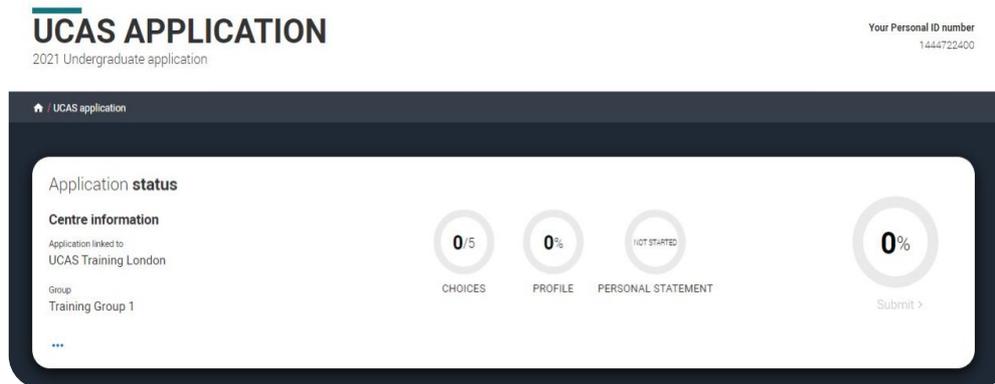
# Application overview.

# Application overview

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.



# Application overview

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

Once you've completed 'Contact & residency details' 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 \*).

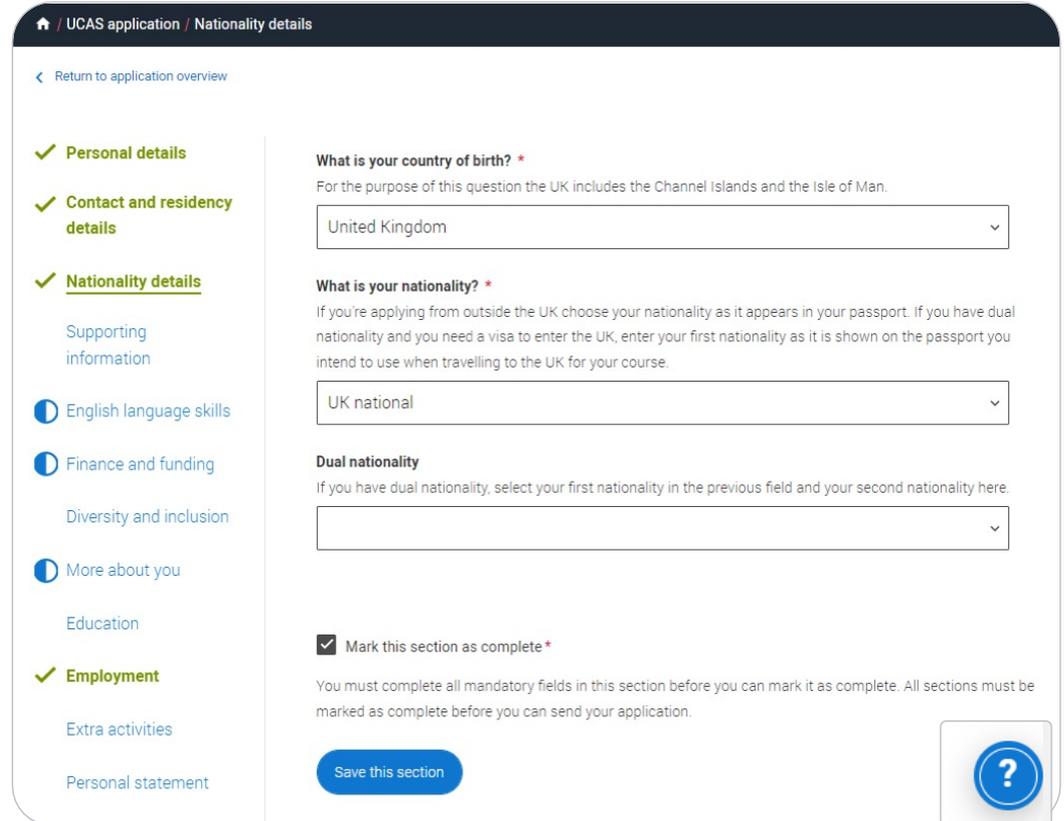
The screenshot displays the 'Profile' section of the UCAS application form, organized into a grid of cards. Each card represents a different section of the application, with its title, a brief description, and a 'Start this section' link. The 'Contact & residency details' section is highlighted in green, indicating it is complete. Other sections are in white, indicating they are not yet completed.

- Profile**
  - Personal details** (Section in progress): Name, age, title and gender.
  - Contact & residency details** (Section complete): Address, email, telephone and where you live.
  - Nationality details** (Start this section): Birthplace and nationalities.
  - Supporting information** (Start this section): So that providers know how to support you during your studies.
  - English language skills** (Start this section): Is English your first language?
  - Finance & funding** (Start this section): Tell us how you'll fund your study.
  - Diversity & inclusion** (Start this section): Only shared with a provider once you have a place or your application is archived.
  - More about you** (Start this section): Tell us about any circumstances that you might need support for during your studies.
- Experience**
  - Education** (Start this section): Qualifications and periods of study.
  - Employment** (Start this section): Paid employment.
  - Extra activities** (Start this section): Taken part in any activities to prepare you for higher education?

# Application overview

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.



The screenshot shows the 'Nationality details' section of a UCAS application. The breadcrumb trail is 'UCAS application / Nationality details'. A navigation bar on the left lists various sections: 'Personal details' (checked), 'Contact and residency details' (checked), 'Nationality details' (checked and underlined), 'Supporting information' (no icon), 'English language skills' (half-moon), 'Finance and funding' (half-moon), 'Diversity and inclusion' (no icon), 'More about you' (half-moon), 'Education' (no icon), 'Employment' (checked), 'Extra activities' (no icon), and 'Personal statement' (no icon). The main content area contains three questions: 'What is your country of birth?' with a dropdown menu set to 'United Kingdom'; 'What is your nationality?' with a dropdown menu set to 'UK national'; and 'Dual nationality' with an empty dropdown menu. At the bottom, there is a checkbox for 'Mark this section as complete' which is checked, and a 'Save this section' button. A help icon is visible in the bottom right corner.

**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  
1722317405

UCAS application / Personal details

[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) \***

Make sure your name is as it appears on any official documents, such as your passport, birth certificate or driving licence.

**Last name \***

Make sure your name is 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 Month Year

**Gender \***

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

Man  Woman  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.

**Contact and residency 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

##### Contact telephone number

You must provide a contact telephone number.

##### Other telephone number

##### Email address \*

You can update your email address in your UCAS profile.

g.garrity@ucas.ac.uk

##### Postal address

Address type \*

UK address

##### Post Code lookup

[Enter address manually](#)

#### Nominated access

Do you want someone else to act, or speak on your behalf, about your application 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 access.

Yes  No

#### Residency details

Is your home address the same as your postal address? \*

Yes  No

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.

UK Citizen - England

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.

#### Nominated access

Do you want someone else to act, or speak on your behalf, about your application? e.g. A parent, 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.

If you select **No**, additional **Home address** questions will appear. Remember to use our help text  for advice about this question if you are unsure what to enter.

### Residency details

Is your home address the same as your postal address? \*

Yes  No

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

### Residency details

Is your home address the same as your postal address? \*

Yes  No

Home address

Address type \*

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

# Nationality details.

If you're  
a UK national, this  
is what you will see.

**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

[Back to Contact and residency details](#)

[Next to Supporting information](#)



If you were born in the UK but have a different nationality, you will be asked additional questions.

The information you provide will help universities and colleges in determining your eligibility 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.

**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.

Azerbaijani

**Dual nationality**

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

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

Yes  No

**Have you previously studied on a student or tier 4 visa? \***

Yes  No

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



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.

**Do you need a student visa to study in the UK?**  
 Yes  No

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

**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 \***  
Day Month Year

**Expires \***  
Day Month Year

**Place of issue \***



# Supporting information.

All questions are mandatory (\*), but you have the option of *don't know* and *Prefer not to say*.

## SUPPORTING INFORMATION

2023 Undergraduate application

Your Personal ID number  
1250003108

UCAS application / Supporting information

[Return to application overview](#)

- ✓ Personal details
- ✓ Contact and residency details
- ✓ Nationality details
- Supporting information**
- English language skills
- Finance and funding
- Diversity and inclusion
- More about you

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

# English Language Skills.

**English proficiency tests and exams are taken by students who don't speak English as their first language. Is English your first language?**

This question is to find out whether you have taken an IELTS or TOFEL English proficiency test. The answer to this question is not passed on to your choices.

- If you click yes, you won't be asked any additional questions and can mark this section as complete.
- If you click no, and have taken English proficiency tests, you can add your certificate numbers and we'll pass them on to your chosen universities and colleges when you submit your application.
- If you click no and haven't completed any tests, for example because Welsh is your first language, you can leave the remaining fields blank and then mark this section as complete.

Yes  No

**Can you provide any of these certificate numbers?**

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

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

If you have taken an English proficiency test, you can add your certificate numbers and we'll pass them on to your chosen universities and colleges when you submit your application.

If you haven't completed any tests, you can leave the remaining fields blank and then mark this section as complete.

# 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)

- ✓ Personal details
- ✓ Contact and residency details
- ✓ Nationality details
- ✓ Supporting information
- ✓ English language skills
- ① Finance and funding**
  - Diversity and inclusion
- ① More about you
  - Education
- ✓ Employment
  - Extra activities
  - Personal statement

#### 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.

UK, ChI, IoM or EU student finance services ▾

#### 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.

Gloucestershire ▾

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

# 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.

[Return to application overview](#)

- Personal details
- ✓ **Contact and residency details**
- Nationality details
- Supporting information
- English language skills
- Finance and funding
- Diversity and inclusion**
- More about you
- Education
- Employment
- Extra activities
- Personal statement
- Reference

### Equality monitoring

Ethnic origin \*

What is your religion or belief?

What is your sexual orientation?

Do you identify as transgender?

### 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. Please note that eligibility for support may differ between higher education providers – we strongly recommend contacting the student support team in advance of making an application.  
For more information about answering this question read our FAQs.

Yes  No

**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 they are retired or unemployed, give their most recent job title, or if you don't know their job title enter 'not known'. 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.

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 Finance and funding](#) [Next to More about you](#)

[?](#)

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.

**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.

In order 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

**Education.**

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.

The screenshot shows a sidebar menu on the left with the following items: Personal details, Contact and residency details, Nationality details, Supporting information, English language skills, Finance and funding, Diversity and inclusion, More about you, Education (highlighted in blue), Employment, Extra activities, Personal statement, and Reference. The main content area is titled 'Add place of education' and contains the following text: 'Unique Learner Number (ULN) The Unique Learner Number (ULN) is a 10-digit reference number which is used alongside and to access the Personal Learning Record of anyone over the age of 13 involved in UK education or training. If you don't have one, or don't know yours, leave this blank.' Below this is a text input field. The next section is 'Please state the highest level of qualification you expect to have before you start your course \*' with a dropdown menu. At the bottom, there is a checkbox labeled 'Mark this section as complete \*' and a blue button labeled 'Save this section'. A note at the bottom states: '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.'

Type the name of where you studied. Once you find your centre, click on the name and the **Exam centre number** will automatically populate.

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, and if you're still studying there add the month, you're due to finish.

### 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

MM ▾	YYYY ▾
------	--------

End date \*

Month Year

MM ▾	YYYY ▾
------	--------

Type of study \*

Full time  Part time  Sandwich

Do you, or will you, have any qualifications from this centre? \*

If you received any qualifications at this school, college or centre, or if you have any qualifications pending at this school, click yes.

All qualifications must be entered, even if you received an unsuccessful grade, if you are still waiting to take the final exams or if you are waiting for the results.

If you are resitting a qualification you need to enter it twice: once as a completed qualification with the grade.

There are warning messages to help you.

For example, you can't say you attended 2 or more places of study full-time during the same date range.

Red text are warnings and mean something is wrong and blue text is for information you need to be aware of.

### University of UCAS

... More

March 2007 - July 2010

Full time

**!** You cannot be full-time at more than one school or college at the same time - please check the start and finish dates you have entered.

Add Qualification

### UCAS Training School

... More

March 2007 - May 2010

Full time

**!** You cannot be full-time at more than one school or college at the same time - please check the start and finish dates you have entered.

**!** You have indicated that you did not receive any qualifications here

## UCAS Training School

September 2010 - June 2012

Full time

Add Qualification

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

If you are searching for a qualification make sure you use the qualification title. For more [help and advice](#) head to [ucas.com](http://ucas.com).

International qualifications 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.

## Add qualification

To add a qualification either choose from the qualification shortlist or search for your qualification.

### Qualifications shortlist

+ GCE Advanced Level

+ GCE Advanced Subsidiary  
(first award 2001)

+ GCSE

+ GCSE (Grade: 9-1)

+ GCSE Short Course

+ Key Skills

+ Standard Grade - Test  
Update

### Search for your qualifications

Please search for the qualification title, eg 'A level' and not the subject, eg 'chemistry'.

Overseas qualifications will be listed alphabetically under the name of the country they were taken in.

Search 'other' to see the full qualifications list.

#### Search by name

The qualification dates you can select are based on those you entered when you entered your place of education.

You need to enter the awarding organisation – speak to your teacher or adviser if you're not sure.

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

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 on the application.

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

### GCE Advanced Level

If you don't find a match you can manually add one

#### Title \*

Type and select the subject you studied

#### Qualification date \*

Month Year

#### Awarding organisation \*

#### Result \*

Add the modules for this qualification. You may add up to 6

### Module / Unit 1

#### Subject

Type and select the subject you studied

#### Result

# 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.

- ✓ Personal details
- ✓ Contact and residency details
- ✓ Nationality details
- ✓ Supporting information
- ✓ English language skills
- ✓ Finance and funding
- ✓ Diversity and inclusion
- ✓ More about you
- ✓ Education
- ✓ Employment
- Extra activities
- Personal statement
- Reference

+

Add employment

[Empty form fields for employment details]

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

# 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.

### Extra activities

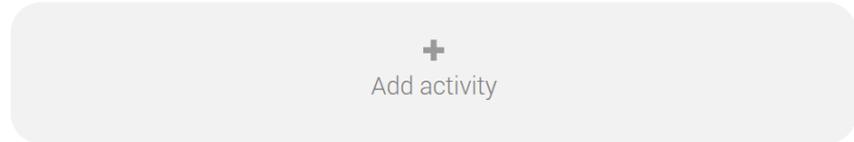
Have you attended an activity to prepare you for higher education?

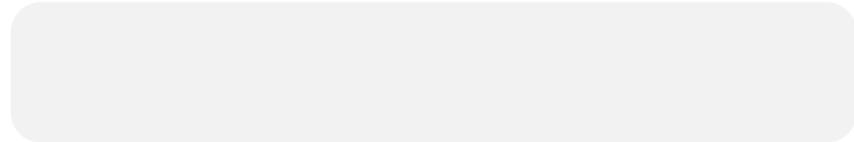
Please select any activity you have taken part in to prepare for higher education. For example: national or regional schemes, university-run programmes, summer schools, campus days, taster courses, and booster courses. You can also use your personal statement to include more details about the activities you took part in, the skills you learned, and how this prepared you for higher education.

Note: Open days are not relevant to this question.

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

If this section is relevant to you, please provide the following details:

A light grey rounded rectangular button with a dark grey plus sign icon centered above the text "Add activity".

A light grey rounded rectangular input field, currently empty.

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](#)

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 \*

Campus visit  
Information Advice and Guidance  
Masterclass/ subject insight  
Mentoring  
Online  
Skills and attainment raising activity  
Summer School  
Workshop in School/college  
Other

Characters used: 0 of 100 characters

Start date \*

Day Month Year

DD	MM	YYYY
----	----	------

End date \*

Day Month Year

DD	MM	YYYY
----	----	------

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'.

The screenshot shows a form titled "Add activity". It has two dropdown menus. The first is labeled "Type of activity" and has "Mentoring" selected. The second is labeled "Activity provider" and is open, showing a list of options. The "Other" option is highlighted in blue. At the bottom of the form are two buttons: "Save" and "Cancel".

**Add activity**

Type of activity \*  
Mentoring

Activity provider \*  
Aim Higher  
YG&T  
Sutton Trust  
LEAPS  
GOALS  
ASPIRENorth  
**Other**  
Don't know  
Reaching Wider  
Discovering Queen's programme  
LIFT OFF  
FOCUS West  
Realising Opportunities  
UNIQ Summer School  
Villiers Park post-16 Residential Course  
Villiers Park Scholars Programme  
Academic Enrichment programme (AEP)  
Higher Education Insight Programme (HEI)  
Aston Progression Pathways

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

# 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.

**PERSONAL STATEMENT**  
2023 Undergraduate application

Your Personal ID number  
1250003108

Home / UCAS application / Personal statement

[Return to application overview](#)

- ✓ Personal details
- ✓ Contact and residency details
- ✓ Nationality details
- ✓ Supporting information
- ✓ English language skills
- ✓ Finance and funding
- ✓ Diversity and inclusion
- ✓ More about you
- ✓ Education
- ✓ Employment

[Extra activities](#)

**Personal statement**

[Reference](#)

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 \***  
Your completed statement must be between 1,000 and 4,000 characters (maximum 47 lines) including spaces.

Characters used: 0 of 4000 characters

Are you sure you want to leave this page without saving your changes?

Yes No

Save draft Save & Preview

Back to Extra activities Next to Reference

?

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 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.

## Personal statement Preview



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.

**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.



**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

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 5 choices and choice restrictions still apply (a maximum of four courses of medicine, dentistry, veterinary medicine or veterinary science).

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, and universities/colleges cannot see where else you have applied to.

They will only know where else you applied once they've made their decision and you've decided whether or not to accept them as your firm or insurance choice.

**Your choices**

Search for courses  
Find courses and providers

**+ Add choice**

**Accounting and Finance (N400)**  
Aberystwyth University (A40)

Location: Main 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 (B90)

Location: Main Site  
Start date: 23 September 2022  
Further details: Not provided  
Point of entry: 1st year  
Deferred entry: Yes  
Live at home while studying: No

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.

**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.

The image shows two screenshots of a choice card for 'Medicine (A100)'. The top screenshot is for the University of Cambridge (C05) and the bottom is for the University of Oxford (O33). Both cards have an 'INFO' section on the right with error messages. The top card has three error messages, with the first one in red text. The bottom card has three error messages, with the first one in red text. A red box highlights the expand/collapse icon in the bottom right corner of the second screenshot.

**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.

**Medicine (A100)**  
University of Oxford (O33)

**INFO**

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

# Submitting the 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.

**UCAS APPLICATION**  
2023 Undergraduate application

Your Personal ID number  
1250001304

Home / UCAS application

Application **status**

**Centre information**  
Application linked to  
3 Dimensions  
Group  
Default Group

1/5  
CHOICES

100%  
PROFILE

PERSONAL STATEMENT

READY TO SEND  
Review and submit

This shows the full application and 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).

The screenshot displays the UCAS 2023 Undergraduate application interface. At the top, the title 'UCAS APPLICATION' is followed by '2023 Undergraduate application' and the user's 'Personal ID number' (1250003108). A progress bar shows four steps: 1. Check your application (active), 2. Update your preferences, 3. Terms and conditions, and 4. Pay and submit. Below the progress bar, the heading 'Check your application' is followed by a sub-heading 'Check **your application**' and a note: 'This is an overview of your application. Please check to make sure the information is correct.' A 'Download as PDF' button is located in the top right. On the left, a sidebar lists navigation options: Personal details, Contact and residency details, Education, Employment, Nationality details, Supporting information, and English language skills. The main content area shows a 'Personal details' table with an 'Edit' link. At the bottom, there are two buttons: 'Accept and proceed' (highlighted in blue) and 'Return to application'.

**UCAS APPLICATION**  
2023 Undergraduate application

Your Personal ID number  
1250003108

🏠 / UCAS application

1 Check your application   2 Update your preferences   3 Terms and conditions   4 Pay and submit

Check **your application**

This is an overview of your application. Please check to make sure the information is correct.

[Download as PDF](#)

**Personal details** [Edit](#)

Title	Mrs
First name	Samantha
Last name	Sykes
Previous name(s)	Not provided
Preferred name	Not provided
Date of birth	14/03/1993
Gender	Female

[Accept and proceed](#)   [Return to application](#)

We need you to 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 chose 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 accomodation.

Yes  No

---

### 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 quaerat eaque veniam fugit soluta et fuga saepe temporibus aut delectust

1 Ordered list

2 Ullam placeat numquam perferendis deleniti 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 4 447, 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.

**Pay and Submit.**

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

The screenshot shows the UCAS Application confirmation page. At the top left is the UCAS logo. To the right is a navigation menu with links for Further education, Undergraduate, Postgraduate, Alternatives, Careers, a search icon, and a user profile icon labeled 'Rose'. Below the navigation is the main heading 'UCAS APPLICATION' with a blue underline under 'UCAS'. On the right side, it displays 'Your Personal ID number' as 1241028408. A dark breadcrumb bar contains a home icon and the text 'UCAS application'. The main content area features a large 'Thank you!' message, followed by a paragraph: 'You have successfully submitted your application. It is now with your school, college, or centre to be approved and sent to UCAS.' Below this is a 'Return to your Hub' button. A blue circular help icon with a question mark is located in the bottom right corner.

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

UCAS application

1 Check your application 2 Update your preferences 3 Terms and conditions 4 Pay and submit

### Pay and **submit**

Please click **pay now**, where you will be asked to enter your card details. Compulsory fields are marked with an asterisk (\*).

#### Card payment details

Credit and debit cards: we accept UK and international Visa, Visa Debit, Delta, MasterCard, JCB, Maestro, and Electron. At the moment we do not accept American Express or Diners Club cards.

Your card details will be encrypted before being transferred over the internet.

The application will not be processed until your payment has been authorised by the card issuer.

**If it is subsequently discovered that you did not have authority to make payment using the credit or debit card whose details are entered, we will cancel your application.**

**Do not refresh the page or use the back button while we process your payment.**

Amount due £27.00

The next screen you see may be a payment card verification form supplied through your card issuer which is in place to give you added protection when paying online.

[Pay now](#) [Return to application](#)

[Back to Terms and conditions](#)

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.

The screenshot shows a web interface for a UCAS application. At the top, there is a teal header with a back arrow and the text "Return to your Hub". Below this, a message states: "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." To the right of this message are the words "Contact" and a "Download as PDF" button. On the left side, there is a vertical menu with the following items: "Personal details", "Contact and residency details", "Employment", "Education", "Nationality details", "Supporting information", "English language skills", "Finance and funding", "Diversity and inclusion", and "Personal statement". The main content area is divided into two sections. The first section is titled "Personal details" and contains the following information: Title (Ms), First name (Rose), Last name (Hill), Previous name(s) (Not provided), Preferred name (Not provided), Date of birth (08/02/1995), and Gender (Female). The second section is titled "Contact and residency details" and contains: Mobile telephone number (01234567890) and Other telephone number (Not provided).

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

Mobile telephone number	01234567890
Other telephone number	Not provided

**Tracking your application.**

The banner at the top of your UCAS Hub will update as the status of your application changes. Click on it to go to your application.



#### Submitted to your school or college

Your application has been sent to your school or college and is being checked by your adviser. Once they have approved it your application will be sent to UCAS.



#### Your application has been returned by your adviser

Your adviser has returned your application, go to your application to see what amendments they are recommending for you.



#### Waiting for decisions

Universities or colleges are considering your application.

Providers have until dd-mm-yyyy to respond to your choices.



#### All decisions received

You've received a decision from all of your choices. You can now reply to your offers at any time.

Reply by dd-mm-yyyy



#### Waiting for confirmation

You're waiting for confirmation of your choices. If you meet the offer conditions, the university/college will confirm your place. Send them your results if requested.

[Go to application](#) ↻

You'll be taken to your application status, which displays all of the key information relevant to your application.

It will update to reflect your status and clearly state any actions you need to take.

Particularly when you will need to reply to any offers.

**Application status**

**Latest updates**  
There have been no recent updates to your application  
[View all updates](#)

**Important information**  
[View all details](#)  
[View all correspondence](#)  
[Student bank account info](#)  
[Centre link permission](#)

**Waiting for decisions**  
Providers have until 29/04/2022 to respond to your choices.

**0/5**

**Application status**

**Latest updates**  
28 June 2021, 09:48  
University of UCAS has offered you an unconditional place for Biology and Languages.  
[View all updates](#)

**Important information**  
[View all details](#)  
[View all correspondence](#)  
[Student bank account info](#)  
[Centre link permission](#)

**Waiting for decisions**  
Providers have until 29/04/2022 to respond to your choices.

**4/5**

**Application status**

**Latest updates**  
6 September 2022, 14:11  
Abertay University has offered you a place for Business Management, subject to conditions. Please view the choice to see these.  
[View all updates >](#)

**Important information**  
[View all details >](#)  
[View all correspondence >](#)  
[Student bank account info >](#)

**Reply to offers**  
You have until 08/Jun/2023 to reply to your offers – if you don't reply on time you will lose them.

**5/5**

**You have received 5 decision(s)**

[Reply to offers >](#)

- **Latest updates** – displays offer and decision notifications, click view all updates for full history.
- **Student bank account info** – you'll need this to open a student bank account (when eligible).
- **View all correspondence** – all correspondence is grouped by choice.
- **Centre link permission** – if you are linked to a centre this enables you to update your sharing preference. Remember if you don't share with your centre then they will be unable to help support you with your application.

Application **status**

**Latest updates**

There have been no recent updates to your application  
View all updates

**Important information**

- View all details
- View all correspondence
- Student bank account info
- Centre link permission

**Waiting for decisions**

Providers have until 29/04/2022 to respond to your choices.

0/5

VIEW ALL UPDATES

2022 Undergraduate application

[Home](#) / [Overview](#) / [View all updates](#)

Return to overview

You've been offered a place!

University of UCAS has offered you an unconditional place for Biology and Languages.

28 June 2021, 09:48

You've been offered a place!

University of UCAS has offered you a place for Medicine and Surgery, subject to conditions. Please view the choice to see these.

28 June 2021, 09:47

Philosophy, Politics and Economics (two-year degree) (V500)

University of Buckingham (B90)

Unsuccessful
15 January 2021

Economics (two-year degree) (L100)

University of Buckingham (B90)

Replying to offers
15 January 2021

Replying to offers
15 January 2021

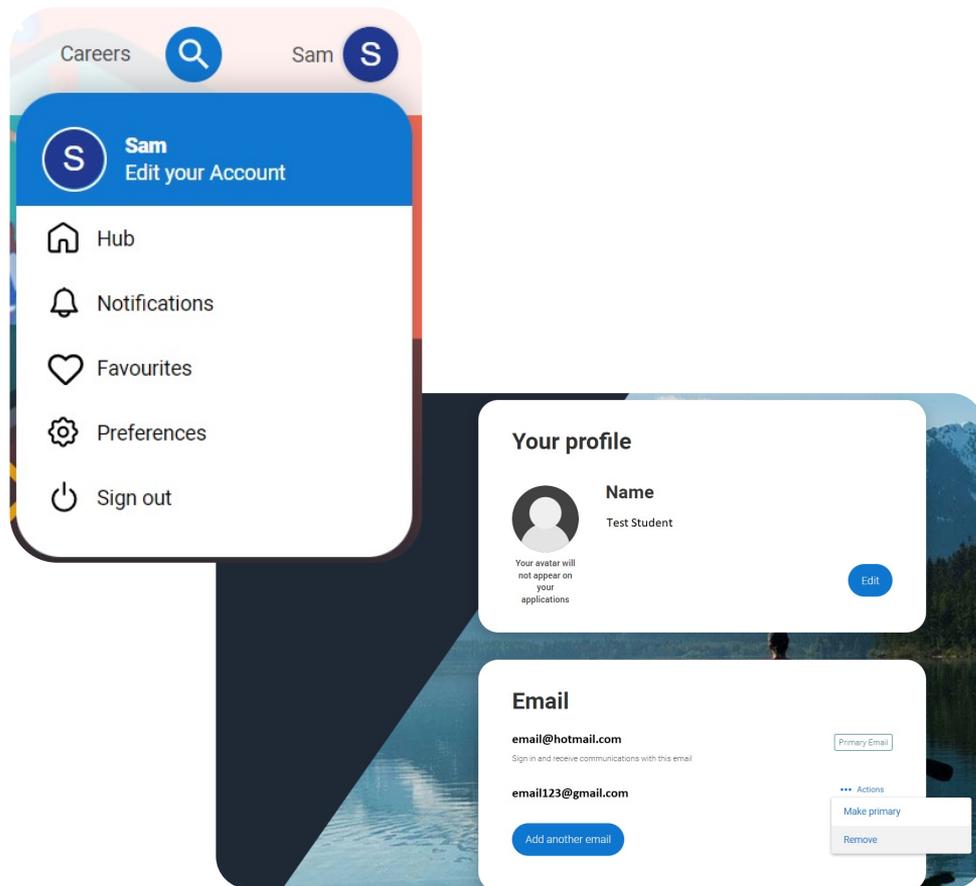
Status check
15 January 2021

UCAS

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

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

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



## Profile

### Personal details

Name, age, title and gender

### Contact and residency details

Address, email, telephone and where you live

### Nationality details

Birthplace and nationalities

### Supporting information

So that providers know how to support you during your studies

### English language skills

Is English your first language?

### Finance and funding

Tell us how you'll fund your study

### Diversity and inclusion

Only shared with a provider once you have a place or your application is archived

### More about you

Tell us about any circumstances that you might need support for during your studies

## Experience

### Education

Qualifications and periods of study

### Employment

Paid employment

### Extra activities

Taken part in any activities to prepare you for higher education?

## Your personal statement & references

### Personal statement

Why do you want to study this subject?

### References

Provide details of your referees

- Your application details are displayed below your choices.
- All are read-only with the exception of 'Contact and residency' details. Here you can edit your phone numbers and postal address.

## Waiting for decisions

### Horticulture and Amenity Management (HORT)

University of UCAS (Z98)

Location: C

Start date: 01 September 2022

Point of entry: 1st year

Deferred entry: No

Live at home while studying: Yes

Criminal convictions declaration: Undeclared

#### ACTIONS

##### Substitute this choice

If you made a mistake with this choice, you can still substitute it (for a limited period only).

##### Permanently withdraw from this choice

Once withdrawn, you won't be able to change it for another choice

### Art and Design Studies (ADST)

University of UCAS (Z98)

Location: C

Start date: 01 September 2022

Point of entry: 1st year

Deferred entry: No

Live at home while studying: Yes

#### ACTIONS

##### Substitute this choice

If you made a mistake with this choice, you can still substitute it (for a limited period only).

##### Permanently withdraw from this choice

Once withdrawn, you won't be able to change it for another choice

## SUBSTITUTE YOUR CHOICE

2022 Undergraduate application

Your Personal ID number  
1450042805

Overview / Substitute your choice



#### Substitute this choice

### Horticulture and Amenity Management (HORT)

University of UCAS (Z98)

Location: C

Start date: 01 September 2022

Point of entry: 1st year

Deferred entry: No

Live at home while studying: Yes

Criminal convictions declaration: Undeclared

To substitute this choice please add the new choice details below

University/college name \*

Search for institution

Course \*

Search for course

Location \*

Start date \*



You can substitute a choice within 14 days of your application being sent to UCAS. Select the option from the actions box and complete the short substitution form.

### Mathematics and Languages (MALA)

University of UCAS (2025)

Location: 0

Start date: 01 August 2022

Point of entry: 1st year

Deferred entry: No

Live at home while studying: No

#### OFFER

The university or college has offered you a place subject to conditions.

[View full offer](#)

### Biology and Languages (BILA)

University of UCAS (2025)

Location: 0

Start date: 01 September 2022

Point of entry: 1st year

Deferred entry: No

Live at home while studying: No

#### OFFER

The university or college has offered you an unconditional place.

### Business and Management (BUMA)

University of UCAS (2025)

Location: 0

Start date: 01 September 2022

Point of entry: 1st year

Deferred entry: No

Live at home while studying: Yes

Criminal convictions declaration: Unrecorded

#### OFFER

The university or college has offered you a place subject to conditions.

[View full offer](#)

### Medicine and Surgery (MSUG)

University of UCAS (2025)

Location: 0

Start date: 01 August 2022

Point of entry: 1st year

Deferred entry: No

Live at home while studying: Yes

Criminal convictions declaration: Unrecorded

#### OFFER

The university or college has offered you a place subject to conditions.

[View full offer](#)

Your unsuccessful, declined and withdrawn choices

### Art and Design Studies (ADST)

University of UCAS (2025)

Location: 0

Start date: 01 September 2022

Point of entry: 1st year

Deferred entry: No

Live at home while studying: Yes

#### UNSUCCESSFUL

You have been unsuccessful in your application

- The details of your offers will be shown including any conditions.
- The full text of the offer can be seen by clicking 'View full offer'.
- Your inactive choices (withdrawn, declined, unsuccessful) are in an accordion section below the active choices.

#### Full offer

This offer is subject to you obtaining

112 UCAS Tariff points including BTEC National Diploma grade DM

[Close](#)

If a university or college has notified UCAS of an interview the invitation details will be shown alongside a button to enable you to respond.

There are three options you can select from to respond to the invitation.

**Graphic Design (W210)**

Bachelor of Arts (with Honours) BA (Hons)

**Location:** Main site

**Start date:** September 2022

**Point of entry:** 1st year

**Accommodation needed:** No

**Criminal convictions:** None to declare

**INVITATION**

**You have been invited to interview**

**Your invitation**  
You have been invited to interview on  
9 February 2022

[View correspondence](#)

[Respond to invitation](#)

**Reply to your invitation**

Select response

- Accept invitation
- Request an alternative date
- Decline invitation

[Send reply](#) [Cancel](#)

... if suitable, you'll need to contact ...  
... arrange an alternative date.

# CONFIRM YOUR CHOICES

UCAS Application

Your Personal ID number

116-000-7564

[< Previous](#)  
 select insurance choice

Cancel

Save choices

## Selecting as your firm choice

### Archaeology (V400)

University of UCAS (298) jh (E56)

Master of Arts (with Honours) MA (Hons)

Location: Main site

Start date: September 2020

## OFFER

**You have been offered a place subject to conditions**

## Your offer

Pass in Access Course with 45 credits at Level 3, of which 24 Level 3 credits must be at Merit or Distinction grade in Science, Social Science or Health related subjects and pass Functional Skills Maths. Subject to DBS and Occupational Health clearances.

[View full offer](#)

## Selecting as your insurance choice

### Geography (L700)

University of UCAS (298) jh (E56)

Master of Arts (with Honours) MA (Hons)

Location: Main site

Start date: September 2020

## OFFER

**You have been offered a place subject to conditions**

## Your offer

Pass in Access Course with 45 credits at Level 3, of which 24 Level 3 credits must be at Merit or Distinction grade in Science, Social Science or Health related subjects and pass Functional Skills Maths. Subject to DBS and Occupational Health clearances.

[View full offer](#)

## Offers you are declining

### Italian and History of Art (RV33)

University of UCAS (298) jh (E56)

Master of Arts (with Honours) MA (Hons)

Location: Main site

Start date: September 2020

## OFFER

**You have been offered a place subject to conditions**

## Your offer

Pass in Access Course with 45 credits at Level 3, of which 24 Level 3 credits must be at Merit or Distinction grade in Science, Social Science or Health related subjects and pass Functional Skills Maths. Subject to DBS and Occupational Health clearances.

[View full offer](#)

- Once all decisions have been received, you will make your reply and confirm your choices.
- If you choose a conditional offer as your firm choice, you have the option to add an optional insurance choice.

If you choose an unconditional offer as your firm choice, you cannot have an insurance choice.

All other offers will be declined offers, underneath the Firm choice.

You must remember to 'Save' your choices.

The application status updates to show you have replied to your offer(s) and that you are waiting for the university or college to confirm your place when your results are available.

You are able to view the full text at any time by clicking 'View full offer'.

Your application tile on the Hub will also update.



UCAS

## 2023 UNDERGRADUATE APPLICATION

### Waiting for confirmation

You're waiting for confirmation of your choices. If you meet the offer conditions, the university/college will confirm your place. Send them your results if requested.

## OVERVIEW

2022 Undergraduate application

Your Personal ID number  
1490042705

**Application status**

**Latest updates**  
6 July 2022 11:52  
Your application to University of UCAS for Arts and Design Studies has either been unsuccessful/withdrawn or is full. You will no longer be considered for this place.  
[View all updates](#)

**Important information**  
[View all details](#)  
[View all correspondence](#)  
[Student bank account info](#)  
[Centre link permission](#)

**Waiting for confirmation**  
You have replied to your offer(s). If you meet the conditions of your offer(s), the university or college will confirm your place. You may need to send them details of your results if they ask for them.

**Your choices**

**Your firm choice**

**Medicine and Surgery (MSUG)**  
University of UCAS (298)

Location: C  
Start date: 01 August 2022  
Point of entry: 1st year  
Deferred entry: No  
Live at home while studying: Yes  
Criminal convictions declaration: Undeclared

**WAITING FOR CONFIRMATION**  
Your place will be confirmed at this university or college if you meet the conditions of this offer.  
[View full offer](#)

**Your insurance choice**

**Mathematics and Languages (MALA)**  
University of UCAS (298)

Location: A  
Start date: 01 August 2022  
Point of entry: 1st year  
Deferred entry: No  
Live at home while studying: No

**WAITING FOR CONFIRMATION**  
Your place will be confirmed at this university or college if you're NOT accepted at your firm choice AND you fulfil the conditions of this offer.  
[View full offer](#)

**Do you know when to buy your uni books?**  
Let us remind you →  
Perlego

**Get a room!**  
UCAS  
Visit search

**Visit search**  
Find courses and providers

Your unsuccessful, declined and withdrawn choices

[Go to application](#)

There is a link to 'Withdraw the whole application'.

If you **withdraw**, you **will not** be able to apply again during the academic year, and you will not be eligible for Clearing.

Do not use this if you wish to add another choice or apply somewhere else.

Follow the onscreen warnings or speak to your adviser to ensure you are taking the right action.

