



CRANFORD
HOUSE

ENTRY TO HIGHER EDUCATION AND FUTURE CHOICES GUIDE

Parent and Student Booklet 2021/22

Cranford House School

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Introduction to Careers and Higher Education support at Cranford House School

The Sixth Form Team will offer support and advice on making your transition to your next step after school. This might include supporting applications to UCAS, apprenticeship, internships, employment, GAP years and studying abroad. Studying at university not only means you learn more about your subject but also that you can demonstrate and develop many skills such as independence and commitment. In an increasingly competitive job market, it is important that you consider the different choices available to you; do the research and make an informed decision.

You and your parents are well-supported by experienced subject staff as well as our Careers Leader, Mrs Tiedeman, in addition to the Heads of Sixth Form, Sixth Form Tutors and Senior Leadership Team. We aim to work together closely in a team of staff, parents and students to support post-Sixth Form applications which are appropriate and exciting for our students.

We maintain links with universities and our staff are regularly engaged in updates from universities, UCAS and employers. We host regular careers talks, offer 1:1 mentoring and a CV and personal statement clinic, run a MUN club and Biomedical Science group as well as the annual Sixth Form Conference and Higher Education and UCAS events. These are just a few of the many opportunities available to support your post-18 applications at Cranford House.

In addition to our well-stocked Careers library, all staff, students and parents have access to Unifrog, an online portal where you can access information and advice on apprenticeships, university courses and other higher education opportunities such as at US and Canadian universities, and degrees taught in English in Europe, Asia, and Australasia. The portal covers the whole process of applying for post-18 opportunities, from deciding on a subject area and writing application essays, to building an application and sending it.

Moreover, you will have an option to complete a Morrisby Psychometric profiling test which may help you to consider how your skills, values and interests might shape the course you choose. The report you receive is detailed and gives you many options for your next steps which you may like to research on the Morrisby site or through Unifrog.

Post-18 choices

The main pathways after sixth form include: employment, apprenticeships and internships. Even within Higher Education, there are many choices from academic courses to more vocational courses and degree apprenticeships, or courses with placement years. You could apply to international universities or universities which offer placements to universities in other countries. You could also take a Gap year and then apply to university or defer your university place to take a Gap year. You could take a foundation course, such as an Art foundation or apply to a conservatoire or dance or drama school.

Your parents, teachers and the Sixth Form team are available to support your decision-making, helping you to consider your values passions, purpose, skills and expertise and talents to enable you to make an informed choice based on your experience. Good places to start looking for information on the options include: [The National Careers Service](#), [the UCAS website](#), and the [Unifrog](#) careers pages for interactive quizzes based on your interests, personality type, theme and competency. You might like to invest in a [Morrisby](#) careers profile to help make this initial decision as well.

How should you prepare for university?

Studying and achieving high grades are vital. However, universities would like students to arrive better prepared for independent learning. They would like you to demonstrate that you have learned how to think for yourself and how you have acquired the independent study skills that will underpin your university learning. Your personal statement and any interview will be concerned largely with your super-curricular learning around your chosen subject. This means that you need to show depth of learning and thinking and not so much breadth of interest that might have been important in the past. Independent wider reading around subjects and work experience (where possible) are important in your personal statement as well as evidence of your independent study skills, perhaps through your learning journey on the EPQ. Moreover, universities are looking to see your reflections on learning from enrichment activities such as sport, dance, debating, Model United Nations, the Biomedical Science group, TED talks and MOOCs. The University of Cambridge has produced an outstanding super-curricular guide for their main subject areas and can be found [here](#).

Getting started on Unifrog

You have received an invitation via email to set up a personal Unifrog account. Unifrog provides 24/7 access to the online platform which is accessible on any mobile device either at home or at school. You (and your parents) can easily explore and seek free impartial, accurate and up to date information regarding Higher Education and apprenticeship opportunities. Apprenticeship opportunities are updated every 24 hours and can be filtered by location, pathway or type. Unifrog enables students to not only research universities in the UK, but also in US, Canada, Europe and Asia. The site also gives specific advice on applying for Oxbridge universities as well as links to super-curricular opportunities such as virtual work experience and MOOCs. You will use Unifrog for your CV's and Personal Statements.

You might find this [video](#) is a helpful introduction to Unifrog and how to use it.

How can parents help?

The [UCAS](#) and Unifrog sites give parents access to lots of information regarding Higher Education and post-18 choices and the Cranford House staff are always happy to discuss options. You could sign up for UCAS parent newsletters for all the information you need to support your child each step of the way. Watch their video guides and read parent blogs – covering funding and finance, the application process, open days.

The main tips for parents from UCAS are:

- 1) Encourage your young person to start researching options early
- 2) Know the deadlines
- 3) Go to UCAS events and open days – these are available virtually.
- 4) Check entry requirements for courses and encourage a range
- 5) Help to plan and redraft the personal statement – there is plenty of information available on what universities are looking for (see below)
- 6) Understand student finance: some [tips](#).
- 7) Prepare plans to make sure you're prepared for all the possible outcomes. Understand how [Extra](#) and [Clearing](#) work – different ways to apply for more courses – see below for more information on this

Selecting accommodation and financial planning are also important conversations and we think the advice in 'How to Grow a Grown Up' by Dr Dominique Thompson is invaluable in supporting and encouraging decisions at home. <https://www.parentalguidance.org.uk/higher-education> provide some useful advice – including advice on personal statements.

Apprenticeships and Degree Apprenticeships

An apprenticeship is a job. You'll spend 80% of the working week at your place of employment, and 20% at your place of study. You'll earn a salary, and your course fees will be covered by your employer and the government. You just need to be willing and able to manage your time between work and study. There are many different apprenticeships you can apply for depending on your existing qualifications across a broad range of different industries. There are different entry requirements depending on the sector and job and there are various levels of apprenticeship to apply for depending on current skills and qualifications. Apprenticeships have equivalent educational levels: All apprenticeships include elements of on the job and off the job training leading to industry recognised standards or qualifications. Some apprenticeships will require an assessment at the end of the programme to assess the apprentice's ability and competence in the job role.

Apprenticeships are now available up to degree level and beyond. Over 70 national universities are currently offering a range of degree apprenticeships. Apprentices often enjoy marked salary increases on finishing the training.

Please see the Which? Guide to apprenticeships [here](#).

Unifrog and [UCAS](#) have listings and lots of information on apprenticeships and how to apply and you can also apply through <https://www.gov.uk/apply-apprenticeship> where you can search by keyword (job role, occupation type or apprenticeship level) and by location.

Internships and work experience

An internship is a period of work that gives people – mostly students or graduates – the opportunity to gain new skills and experience in a profession they want to get into. They're great for learning new skills and can range in length from a couple of weeks to several months or even a year.

Internships vary in job specification, with some asking you to shadow existing staff and others asking you to oversee tasks or projects. Most internships now require a bachelor's degree. This distinguishes them from work experience placements, but many big companies offer internships for summer experience and Gap years.

More information can be found [here](#).

Unifrog, and sites like [Internwise](#) offer more information and links to specific internships.

How to choose an undergraduate course

Choosing higher education has many benefits including: developing valuable skills to give you wider opportunities; studying a subject you're passionate about; gaining a qualification to help you follow your chosen career and higher earning potential

It's important to do your research to decide what's right for you. After exploring your initial options through Unifrog or Morrisby, **research** your initial courses in more depth. Find out how the courses are taught and how well the courses are rated for things like graduate job prospects, drop-out rate, quality of teaching and *support*. Various league tables compile this data in different ways so, use more than one. You should use lots of different sources of information to find out what courses are like: teachers, employers, friends and family as well as current students through forums like www.ucas.com/chat-to-students and [Unibuddy](#) (remember to be mindful of your personal online safety and reputation). Look at a wide range of data, attend “virtual” tours and open events. Be mindful of bias from any source.

These links will get you started with your search:

- <https://www.theuniguide.co.uk/advice/choosing-a-course/what-do-university-league-tables-really-tell-you>
- <https://www.cxk.org/blog/questions-to-ask-at-university-open-days>
- <https://discoveruni.gov.uk> & https://discoveruni.gov.uk/about-our-data/#data_sources
- <https://universitycompare.com/rankings> & <https://universitycompare.com/guides/city>
- <https://www.timeshighereducation.com/world-university-rankings>

The UCAS website lists all courses and institutions and has links to the university websites. There is also information about fees, accommodation, scholarships and bursaries.

Aspects to consider when selecting a course include:

1. It is important to consider the grades needed for each course and you should make sure you know your predicted grades (you will be given predicted grades specifically for your UCAS form at the end of Year 12 and these will be re-confirmed the start of Year 13. These will be optimistic, but realistic, and based on current progress).
2. Aim for a range of offers, rather than offers all pitched at exactly your predicted grades – include an aspirational offer as well as insurance offer
3. Some degrees require particular A-Level subjects, and others have a short list of subjects which are appropriate. It is essential to check whether particular modules, GCSE grades or subjects are required.
4. Course content and how you are taught
5. How you are assessed and what type of qualification you will receive

6. Subject league tables and how graduate students are employed – this information is on UCAS
7. Opportunities offered (such as placements, study abroad, industry links)
8. The university or college: Campus? City? Accommodation? Near home? Etc.

The University of East Anglia has created a useful digital resource to help you to reflect on the relative importance of these considerations to you in this decision which is available on our Team.

<http://sifa.uea.ac.uk/web/study-with-us-restructured/undergraduate/advice/choosing-a-university#>

Recapping your plan for searching for a course:

1. Reflect on your values, skills, interests, goals and passions, perhaps using online and Unifrog tools to support you.
2. Search for courses online www.ucas.com/choosing-a-course and Unifrog
3. Look at university, college, or conservatoire websites for in-depth details about their facilities and courses and explore the campus with their virtual tour.
4. Speak to current undergraduates for the chance to ask questions and gain valuable insight
5. Further research: university and college open days give you the chance to look around, meet staff and students. Higher Education conferences online or in person will give you options you hadn't considered.
6. Many institutions offer taster courses that are tailored to specific courses or subjects, and often include lectures and hands-on workshops to give you a feel for what it would be like to study that particular course: www.ucas.com/taster-courses

Understanding UCAS tariffs

It's important you understand the entry requirements for courses you're interested in. Some university and college entry requirements will be based on Tariff points. The UCAS Tariff is used by universities and colleges to make broad comparisons between qualifications used for entry to higher education. Tariff points are allocated to a wide range of qualifications and can be added together (within certain rules) to give an overall Tariff score. Go to www.ucas.com/tariff to find out more and to use the UCAS Tariff calculator.

Only one third of university courses use the Tariff, and most use qualifications and grades. It is important to check the entry requirements for the course you're interested in, don't just rely on your number of points. An institution may accept a qualification even if it isn't on the Tariff, so it's best to check with them to see if they will accept your qualification.

Making the most of open days

Students can have time off school for open days; we ask that students do not visit more than three universities in term time before the interview stages, so weekend visits and virtual tours are very useful in making initial choices where visiting universities is more useful to help make decisions about confirming places.

Open days often must be booked in advance, particularly for specific subject areas. You can usually visit a university at any time, look on the individual websites to find out. On websites you may also find virtual tours as well as videos from students and tutors about the universities. Create a short list of universities you wish to prioritise and sign up as early as possible.

Parents do not have to attend open days, but universities now often run specific sessions for parents while students are on a tour or in an interview. Decisions about universities need to be made by the student yourself, but you may appreciate being able to discuss the options with your parent(s) or carers. <https://www.opendays.com/> allows you to view and book open days and it can even list your open days to avoid clashes.

Plan your visit carefully including the logistics of travel and accommodation (if relevant) as well as listing the questions you'd like answers to and the places you'd like to look at.

Try to attend sample lectures and workshops, visit the student union and facilities for recreation and study, take lots of pictures to remind you, try to explore for yourself where you can, including the surrounding area. Make sure you prioritise finding information on the course: modules, learning, assessment. Talk to staff and students.

<https://www.theuniguide.co.uk/advice/open-days/how-to-get-the-most-out-of-university-open-days>, including questions to ask at open days.

Funding for Higher Education

Student finances are not organised through the school, but we will do our best to support you and your family with advice and learning about funding. You will typically pay up to £9,250 per year in tuition fees as a UK student, though for many courses it's less. Fees don't need to be paid up-front. You can apply for a tuition fee loan to cover all or part of your fees. You can also apply for a second loan, the maintenance loan, to help towards living expenses while at university, such as accommodation, food, and course materials. The amount you're eligible to borrow depends on several factors, including where you will be studying and your household income. You'll need to declare this information to receive the maximum amount available. For example, if you'll be living away from home (outside of London), a maintenance loan of up to £9,203 per year could be available for households earning £25,000 per year or less. If your parent(s) or carer is earning more than this, the loan amount you are eligible for will be lower, meaning you (or your parents) will need to make up any financial shortfall.

Calculate how much it will cost you to live at university by going to www.ucas.com/budget-calculator.

Scholarships and bursaries are offered based on academic ability, your income, or for other reasons (for example, if you have a disability) You can also look out for:

- Fee waivers – these reduce tuition fees, either on their own, or in a broader package of support with a bursary
- Hardship funds – these can help if you are struggling financially, either before or during your course
- Disabled Students' Allowances (DSAs) – if you have a disability, including a long-term health condition, mental health condition, or specific learning difficulty, such as dyslexia you might be able to get funds to cover extra costs. How much you get depends on your individual needs, not your household income. DSAs can be applied for alongside the main student finance application and don't usually have to be paid back unless you leave your course early.

You can apply for funding from February with <https://www.gov.uk/student-finance> To make sure you receive your loans on time, provide your supporting evidence as soon as possible. Student loans are only repayable after graduation once you are earning over a certain salary.

Parents: If your child is applying for student finance that depends on your household income, you'll need to give the Student Loans Company (SLC) some financial details, such as your National Insurance number and details of your household income. To do this, you'll need to create an account at www.gov.uk/studentfinance. More support at www.which.co.uk/student-finance and the Student Loans Company's quick start guide – www.gov.uk/repaying-your-student-loan – has more information about how you'll repay your student loan.

Filling in the UCAS form

Register your basic details and set up security information, using the school 'buzzword' so your application is linked to the school. There is short video guide you can watch:

www.ucas.com/fillinginyourapplication.

There are 7 sections to fill in:

1. Personal details – This will already contain the information you gave when registering, and there will be more questions about student support and where you live.
2. Additional information – If you have a UK address, you'll be asked a few equality questions, and details about any preparation you've done for higher education.
3. Student finance - The funding code is usually '2', but please ask a member of the Sixth Form Team if you are unsure.
4. Choices – You can make up to five course choices (but only four for courses in medicine, dentistry, or veterinary medicine/science). Universities won't know where else you've applied.
5. Education – You'll need to provide the names of the schools you have attended since the age of 11, including the dates, all exam results (whether you've passed or failed), and details of any qualifications still to be taken.
6. Personal statement – This is your opportunity to convince the university or college to offer a place. See below for guidance on how to write a personal statement.
7. Employment – If you have a part-time job, include the details here.
8. The final section is completed by the school.

You can fill in the application at any time, saving your progress as you go. We recommend that you use UNIFROG to draft your personal statement, though you don't need to use their specific frames unless you chose to. You can go back and edit it until you're happy it's complete.

Pressing 'Send' on your application sends it to us, not directly to UCAS. Our earlier deadlines, gives us time to check your applications carefully to make sure all sections have been filled in correctly and to write and add your reference and then send your application to UCAS.

In the 'Personal details' section of the application, there's the option for you to add your parent(s) name(s) for 'nominated access'. This allows them to contact UCAS – or the universities you have applied to – on your behalf to discuss the status of your application. They will need your Personal ID handy if they call.

For a glossary of the terms used in the UCAS process, please visit: <https://www.ucas.com/ucas-terms-explained>

Writing your personal statement

The personal statement explains why you want to do the courses you are applying for and describes the qualities you have that the university will find useful and interesting. It is limited to 4000 characters (including spaces). It can be used by universities to decide who to offer places to where predicted grades are very similar, or to judge whether to make you an offer on results day where you have missed the university's original offer.

You can write your statement on Unifrog first and then copy and paste into your online application (but watch out for the character and line count – the processor might get different values because it doesn't count tabs or paragraphs). Show enthusiasm for your subject and highlight your super-curricular learning. The personal statement should be written in formal language and approximately 75% should be academic and about your interest in the subject. You should talk to relevant subject teachers about this part of the statement. Interest beyond the A Level syllabus must be described; participation in clubs and visits relevant to the subject you wish to study is an excellent way of doing this.

Expect to produce several drafts of your personal statement before being totally happy with it. Ask people you trust for their feedback, particularly if they have lots of experience with university application

There's no definite formula you should follow – just take your time and don't worry if it doesn't sound right on your first attempt. Consider starting with the A level that is most relevant to your course (e.g. for English, start with English) - Mention the parts of your A Level that you have most enjoyed - Mention 'extras' – wider reading; lectures; visits; talks; conferences etc. - Say something about each of the A Levels/BTECs you study (either they have given you knowledge or skills that will help you in this course) - If you have done especially well in a unit (e.g. got full marks) then say so.

Review the skills and qualities the universities or colleges value most and then structure your paragraphs into an order that's most relevant to them.

Proof-read as many times as possible.

Don't leave it to the last minute

Be concise

When you add to your online application click 'save' regularly because it will time out after 35 minutes of inactivity.

If you want to send any more information you can ask institutions if they'll accept further details – if they agree, you should send it direct to them once UCAS have sent you your Welcome letter (so you can include your Personal ID).

Don't copy anyone else's personal statement or from personal statements posted on the internet. Make sure your personal statement is all your own work. UCAS screen all personal statements across their similarity detection system. If you are found to have similarity in your personal statement, your application will be flagged, you, together with your choices will receive an email alert and this could have serious consequences for your application.

Conclude with why you would make a good student? – commitment, enthusiasm, dedication etc.

You can include information about your jobs and hobbies, if you emphasise the skills that have been acquired and how they relate to the course. The statement is often used to choose between students with similar grades, including when students have just missed offers.

Further advice: UCAS and Unifrog both provide lots of advice on content, structure and style and many individual universities offer advice too.

<https://www.ucas.com/undergraduate/applying-university/how-write-ucas-undergraduate-personal-statement>

<https://www.bath.ac.uk/guides/writing-a-personal-statement-for-an-undergraduate-course/>

Your reference

You may wish to inform your tutor if there is anything you think should be included that they may not know about. Be assured that when preparing a student's reference, we are as positive as possible. You will be able to read an electronic copy of your completed reference with the tutor. However, paper and electronic copies are not provided to students or parents though we are happy to go through a reference on screen. Please be aware that at busy times this may delay the submission of a student's application in UCAS.

Oxbridge Applications

You can apply to either Oxford or Cambridge in a particular year, not both. There are many similarities between the two universities. To find out some of the differences go to this link: <http://www.study.cam.ac.uk/undergraduate/teachers/oxfordandcambridge.html>

Typically, Oxford has just over 17,000 applicants for 3,000 places, Cambridge nearly 18,000 applicants for around 3,500 places. Applications are very competitive. Applications to Oxford, for example, have risen by nearly 50% in ten years. Subjects vary dramatically in level of competitiveness with medicine being particularly competitive. In the teaching, there is a heavy focus on independent study and learning, supported by tutorials (Oxford) and supervisions (Cambridge).

Successful applicants will have mainly grade 7 and above at GCSE, with a high proportion of grade 8/9 depending on subject. At A-Level you will need AAA for arts courses but AAA* for science subjects and maths and A*A*A for a small number of subjects for Oxford and Cambridge will ask AAA* for some subjects and A*A*A for others, especially science and Maths. As well as high grades and marks you also need to have the ability to think for yourself and apply your subject knowledge to new situations.

Please see the Cranford House Oxbridge Application Guide for more information on the process of applying including selecting a college and preparing for interview and please feel confident in approaching a member of the Sixth Form Team if you are considering making an application to Oxford or Cambridge.

Medical and Veterinary Applications

There are very good guides to medical applications at the following websites, which are updated more regularly than our guide can be:

Veterinary Schools Council: <https://www.vetschoolscouncil.ac.uk/applications>

Medical Schools Council: <https://www.medschools.ac.uk/>

The Medic Portal <https://www.themedicportal.com/application-guide/ucas/>

The Sixth Form Team will support your application from the earliest opportunity and urge you to participate in the Biomedical Group in School to develop your knowledge and skills for your application and seek relevant work experience and mentoring, where possible.

Although we will offer you as much support as possible in preparing for admissions tests and interviews, it is your responsibility to ensure that you are entered into tests.

Art Foundation and Drama School application procedures

Some colleges ask for Art Foundation and Drama School applications to be sent directly to them electronically. The school will expect students to follow the same checking process that we use for UCAS and all references will be sent directly to the institution by the school. You must ensure that the Sixth Form Team is aware of the individual procedures for applications of this sort to ensure we can support you fully.

Deadlines for UCAS applications

Application deadline for professional medicine, dentistry, veterinary medicine and veterinary science courses, and for all courses at the Universities of Oxford and Cambridge:

School: Monday 20th September 2021 (UCAS: October 15th). You can add choices with a different deadline later, but don't forget you can only have five choices in total.

Application deadline for all other courses except those listed above:

School: Friday 19th November 2021 UCAS: January 15th)

Early applications show universities that students are enthusiastic, and you can receive offers very soon after your application is received. Moreover, early applications also have the advantage of being processed efficiently within the school. The school has early deadlines to make sure we can check student forms ensuring all our students make high quality applications. This will give them the best chance of success and the deadlines guarantee the level of support available to students making applications after these deadlines.

PLEASE NOTE: The school is closed over the Christmas break. Applications made after this date cannot be guaranteed to be processed until the school reopens in January.

What happens after you've sent your application?

A few days after the school sends your UCAS form, you will be sent a welcome email when initial checks are complete. This explains how to use Track to check the progress of the application, and contains your Personal ID, which you'll need to sign in. At the same time, the application is sent to your chosen universities and colleges.

As soon as universities let UCAS know about an interview, audition, test, or decision, you will receive an email so you know to check Track.

Types of decisions a university can make:

- A conditional offer means you need to meet some conditions – usually exam results. If you accept a conditional offer as your firm choice, you are committed to taking up the place if you meet the conditions.
- An unconditional offer means the place is yours if you want it. You might have to meet non-academic conditions, such as a health check. If you accept an unconditional offer as your firm choice, you are committed to taking up the place, regardless of what grades you get.
- An unsuccessful application means the university has decided not to offer you a place.

- A withdrawn application means the choice has been withdrawn, either by you, or by the university. If the university has done this, they'll let you know why.

Once you've had decisions from all your choices, you can reply to them.

Replying to offers

When you have received decisions from all your choices, you'll need to reply to any offers you have. Consider this decision carefully and talk to as many helpful people as you can and ensure you have discussed this decision with the Head of Sixth Form. Consider:

- Do you understand the conditions of the offer?
- What are your goals – have these changed since you applied?
- How do these offers align with your goals or preferences?
- Have you visited the university or college?
- Have you or the Heads of Sixth Form discussed any individual needs with the university – for example, if you have a disability, is everything in place when you start the course?
- Have you checked the tuition fees?

You can accept an offer as your firm or insurance choice. For firm choices:

- For a conditional offer, you will be guaranteed a place on the course if you meet the conditions.
- For an unconditional offer, the place is yours
- In either case, you are committed to that course at that university or college.

For your insurance choice:

- This has the same level of commitment as a firm choice, but only comes into play if you don't meet the conditions of the firm choice – it's a second chance to get a place. It makes sense for the insurance choice to have less demanding conditions than the firm choice, but the Heads of Sixth Form can advise you on this as there are some cases where a similar condition might work appropriately.

You will have a deadline to reply to the offers you receive, which depends on when you received the last one. **If you don't reply to the offers by your personal deadline, any offers you have will be automatically declined on your behalf – this is called decline by default.**

Changing your information and/or choices after submitting your UCAS form

It is important to keep your details up to date, so you don't miss any correspondence or deadlines. You need to call UCAS to change your name, qualifications, and school or college. Contact details can be changed in Track. If your exam details change, you must let UCAS know straight away by completing the qualifications amendment form www.ucas.com/amendqualifications and let your chosen universities know too of any changes.

If you want to change your course, the year you will start your studies, or the point of entry, you'll need to get in touch with the institution directly. If they agree to it, they'll let UCAS know. If you already have an offer from the university /college, Track will be updated to show the new details.

If you wish to change the university or college you've applied to, you can swap a choice for a different one within 14 days of the date on the welcome email. If it's within seven days of the date on the welcome email, you can swap the choice in Track – otherwise, you'll need to call UCAS. Find out more about making changes to your application at www.ucas.com/makingchanges.

Additional Admission Tests

Some courses also require Additional Admission Tests; these need to be taken in or by November. These include LNAT for Law, BMAT and UCAT for medicine, STEP for Maths and several for specific subjects at Oxford and Cambridge. We can support your preparation for these sessions in school for some of these, but it is your responsibility to find out whether you need to sit an admissions test and you must make the arrangements to do so. Please speak to a member of the Sixth Form Team for preparation and support on this and for any arrangements the school should make on your behalf.

Calendar of events

Year 12
Autumn Term - students log on to UNIFROG to update CV and to explore post 6 th form options.
Spring Term: Careers talks in tutor times. Higher Education evening at the school for parents and students. University conference online. Oxbridge afternoon is held for students looking to apply to either of these universities.
Summer Term: Students visit the UCAS Higher Education Exhibition, held in Farnborough, to collect prospectuses and talk to representatives from universities. 1:1 discussion with tutors, Mrs Tiedeman and the careers advisor are held. Mock examinations to help to determine predicted grade. UCAS is launched. Sixth Form Conference. Initial work on UCAS forms and students start writing personal statements and decide whether further work experience or research is necessary. Open Days at universities Entrance tests for selected courses and universities begin
Year 13
Autumn Term: Students receive updated predicted grades after initial assessments, finalise choices and application with tutor and Head of 6 th Form support. By mid-September early deadline applications should be sent to Head of 6 th Form. By mid-November, all UCAS application forms should be sent to Head of 6 th Form. From October, students attend further open days, interviews and auditions; receive offers/rejections. Some universities and courses require interviews particularly, but not exclusively, Oxford, Cambridge and medicine - practice interviews take place. Additional Admission Tests continue.
Spring Term: Students make decision for first choice and insurance choice course/university and the finance application needs to be completed.
August: Results are in and university places finalised. Clearing and adjustment.

Results Day

When the results are published in the summer there will be a lot of information online but we suggest that students come into school with a parent or carer to collect results and discuss any problems.

Prior to results day, UCAS receives exam results, matches them to applicants, and makes them available to universities and colleges. Universities then check the offer details and confirm if the conditions have been met. If the university has confirmed your place, this will be shown clearly in Track.

Be aware that there is restricted access to Track in the lead up to A level results day, while UCAS processes results – details of when it's available will be clearly displayed on ucas.com.

UCAS sends some results on to universities or colleges, but not all of them. Check if you need to send any of your results to your firm and insurance choices. If you do, you'll need to do this as soon as the results are available. You can check which results UCAS receives at www.ucas.com/sendingexam-results.

If you miss the grades you need for your choices, there will be staff on hand to talk to, and access to telephones and computers to contact universities and help with using clearing to find a suitable university place. We suggest all parents and students have a basic knowledge of the clearing procedure and we will ensure you are informed beforehand.

<https://www.ucas.com/undergraduate/results-confirmation-and-clearing/what-clearing>

If your results are better than expected, you might meet and exceed the conditions of your firm choice. Adjustment is available between 13 and 31 August 2020, but you only have five days to use it, from the moment your firm choice confirms your place, or from 13 August, whichever is later. If you don't find an alternative course you like, you will keep the original place you gained on results day. For more information, go to www.ucas.com/adjustment.

Students planning a Gap year

You can apply in Years 12 and 13 and defer your start during or after your application process. If you decide not to apply during the Sixth Form, we will still support students who apply through UCAS after they have left the school. You should contact the Head of Sixth Form at school by phone or email as soon as you have decided to do this and must meet the school's deadlines.

Any problems or questions

Please do contact us if you have any questions, or please use the useful links below.

khill@cranfordhouse.net

amir@cranfordhouse.net

Ntiedeman@cranfordhouse.net

Useful links

www.ucas.ac.uk the main site for applications to higher education. This site has areas dedicated to students and parents and enables you to search for courses and find out about the universities.

Universities all have their own websites; students must check these as they will be the most up to date sources of course information. Some newspapers have their own university league tables with profiles of universities and tables for individual subjects.

Choosing a course

<http://sifa.uea.ac.uk/web/study-with-us-restructured/undergraduate/advice/choosing-a-university#> - advice and online form from UEA

<http://unistats.direct.gov.uk/> compares subjects at different universities, including student satisfaction, graduate employment

www.opendays.com lists all official open days, and tips for making the most of them

www.ukcoursefinder.com has a questionnaire helping to narrow down the search for courses (students need to register)

www.whatuni.com has student reviews and videos for different universities

www.oxbridgeapplications.com A useful website for those considering application to Oxford or Cambridge

<https://www.theuniguide.co.uk/> - Which? Uni guide

<https://russellgroup.ac.uk/home/>

<https://www.informedchoices.ac.uk/>

Volunteering/Gap Year

<https://www.iwill.org.uk/>

<http://www.gap-year.com>

<https://yearoutgroup.org>

<https://www.seasonworkers.com>

Medicine

<https://www.medschools.ac.uk/> - Medical Schools Council

<https://medicmentor.co.uk/>

<https://www.healthcareers.nhs.uk/> Careers in healthcare

Apprenticeships and employment

<https://amazingapprenticeships.com/about-ask/>

<https://www.gov.uk/apply-apprenticeship>

<https://www.brightnetwork.co.uk/>

<https://oxme.info/>

<https://www.pwc.com/gx/en/services/people-organisation/publications/workforce-of-the-future.html>

<https://investin.org/>

<https://www.barclayslifeskills.com/>

<https://nationalcareersservice.direct.gov.uk/get-a-job/covering-letter>

www.notgoingtouni.co.uk This is targeted at sixth formers who may be looking at a different option other than going to university. They advertise jobs, apprenticeships, traineeships, scholarships etc.

<https://www.getmyfirstjob.co.uk/> This site works with leading Skills Funding Agency registered Training Providers and Colleges to advertise and manage Apprenticeship opportunities and training programmes. Candidates are able to quickly register their details and apply for positions in their preferred location and subject.

www.apprenticeships.org.uk This website is aimed at students who are hoping to find an apprenticeship and allows students to search for live vacancies in their local area. Students should create an account and application form which can then be used to apply for vacancies.

www.nationalcareersservice.direct.gov.uk This is for students and adults of all ages to consider their career choices; it covers all careers and divides them into 'job families' which is a useful tool to generate related career ideas if you already have a vague idea in mind.

<https://www.oxfordshireapprenticeships.co.uk/> and <https://oxme.info/cms/earn> provide information on local jobs and apprenticeships

Joining the Armed Forces

<http://www.army.mod.uk/> <http://www.raf.mod.uk/> <http://www.royalnavy.mod.uk/>

Personal Statement writing advice

<https://www.bath.ac.uk/guides/writing-a-personal-statement-for-an-undergraduate-course/>

Unibuddy

<https://www.unibuddy.com/>

www.ucas.co.uk/chat-to-students

Oxbridge Admissions

<http://www.ox.ac.uk/admissions/undergraduate/applying-to-oxford/publications> Oxford admissions

<https://www.undergraduate.study.cam.ac.uk/> Cambridge admissions

<http://www.study.cam.ac.uk/undergraduate/teachers/oxfordandcambridge.html>

<http://www.undergraduate.study.cam.ac.uk/apply/statistics>

https://www.youtube.com/results?search_query=oxford%20university&sm=1

https://www.youtube.com/results?search_query=life%20at%20cambridge%20university&sm=1

Mental Health for University

<https://www.compassrecoverycollege.uk/> - a fantastic links to lots of courses and local support

<https://www.studentminds.org.uk> support for university students

<https://youngminds.org.uk/> Mental health advice and helpline for parents and students

<https://www.youtube.com/watch?v=HOH1rMpsQnU> – Dominique Thompson TED talk – very useful for parents

Transition to University resources

<https://www.lincoln.ac.uk/home/portals/teacherszone/adviceandsupport/>