



HIGHER EDUCATION

APPLYING THROUGH UCAS

**S5/6 Parents' Information Evening**  
**Monday, 2<sup>nd</sup> September, 2019**  
**Welcome - Please take a seat**



## > UCAS - Setting the Scene



**University &  
College  
Admissions  
Service**

- **Central organisation through which applications are processed for entry to full-time higher education (HE) courses in England, Wales, Scotland and Northern Ireland**
- UCAS operate on behalf of all full-time higher education courses at member institutions

**UCAS**

## > Key facts

- Online Application – UCAS Apply
- Number of choices **5**
- Cost **£20 / £25 (increase)**
- Simultaneous consideration
- 'Invisibility'
- Choice Restrictions:  
Med/Dent/Vet **4**  
Oxford **or** Cambridge
- 1 application per cycle
- Form considered late if submitted after deadline



# UCAS – Bishopbriggs Figures 2018-19 Cycle

- 140 of 182 students applied to University (77% of year group)
- Over 50% received unconditional offers
- Factors leading to this success?
- 120 final places accepted to date (66% of year group)
- 20 students considered for clearing places

# UCAS - Key dates and deadlines

- **Now** : Through PSE the application process has started
  - **4 September**: School can start to submit completed applications to UCAS
  - **1 October** : Music/Drama Courses - Conservatoire (CUKAS)
  - **15 October**: deadline for
    - Medicine, Veterinary, Dentistry
    - Oxford or Cambridge
  - **15 January**: main deadline
  - **30 June**: applications held for clearing
- Admissions test ***may*** need to be completed prior to applying

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# Bishopbriggs Academy Deadlines

First draft of Personal Statement: Monday 9<sup>th</sup> September

Final Draft of Personal Statement: Monday 7<sup>th</sup> October

Final submission of application: Monday 11<sup>th</sup> November



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# What is my first step?

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## > Research

- Requires:

- Sufficient time
- Resources
- Organisation
- Knowing where to look / what to look for
- Encouragement and support



### **REMEMBER:**

Course entry requirements show the **MINIMUM** grades or Tariff points a Higher Education Institution would expect an applicant to have to *even be considered* for an offer. If an offer is made, they could ask for higher grades or points.



## > Research

- Online....
- [www.ucas.ac.uk/students/coursesearch/](http://www.ucas.ac.uk/students/coursesearch/) Ucas course search
- [www.myworldofwork.co.uk](http://www.myworldofwork.co.uk) click on 'Learn and Train'
- [www.ucas.tv](http://www.ucas.tv) Ucas TV 'How to' guides
- [www.planitplus.net](http://www.planitplus.net) course advice
- [www.prospects.ac.uk](http://www.prospects.ac.uk) course choice advice based on school subjects
- [www.ukcoursefinder.com](http://www.ukcoursefinder.com) degree suggestions
- [www.unistats.com](http://www.unistats.com) advice on specific universities and courses
- [www.studential.com](http://www.studential.com) sample personal statements
- <http://university.which.co.uk/> advice from uni admissions staff
- Open days
- Study experience
- Work experience
- Word of mouth

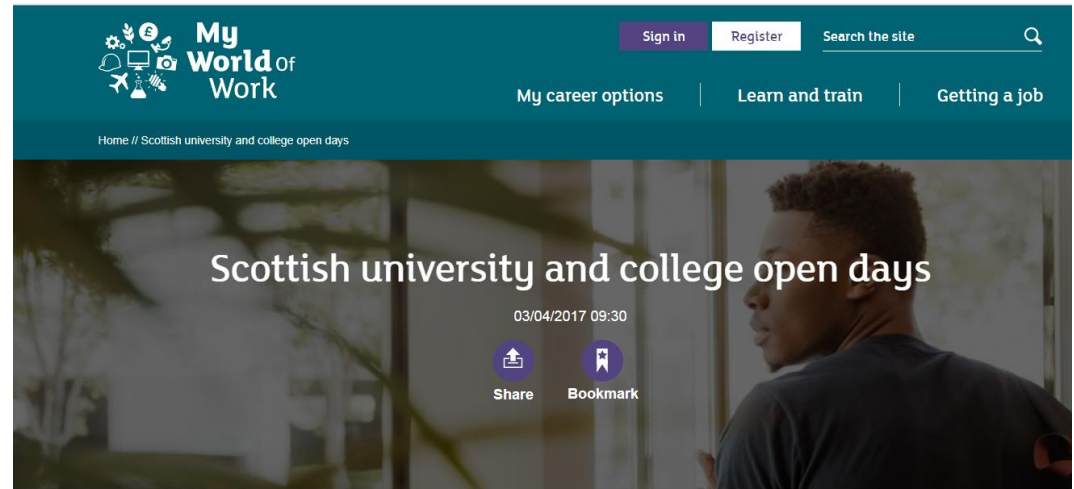
## University Open Days

- A full list of University & College open days can be found on **My World of Work**.
- Log on at <https://www.myworldofwork.co.uk/scottish-university-and-college-open-days>
- Please try and keep visit times to weekends unless there are *special* circumstances.

>

# University Open Days

- Glasgow  
Saturday 19<sup>th</sup> October 2019
- Strathclyde  
Saturday 5 October 2019
- Caledonian  
Saturday 5<sup>th</sup> October 2019
- Edinburgh  
Saturday 21<sup>st</sup> September 2019  
Saturday 5<sup>th</sup> October 2019
- Edinburgh Napier  
Saturday 28<sup>th</sup> September 2019



## UCAS Exhibition

**Tuesday 3<sup>rd</sup> September 2019**

**UCAS**

> UCAS website [www.ucas.com](http://www.ucas.com)

UCAS

Further education

Undergraduate

Postgraduate

Alternatives

Careers



Sign in



Applying through Clearing?

# Choose your future

Explore your options, apply to university, and more

Courses



Undergraduate



Search for undergraduate courses by keyword



## Clearing 2018

Find out how you can still get a place on a course starting this year.



Advertisement. Why the ads?



Advertisement. Why the ads?



## Getting ready for your studies

You got your grades and you're off to uni – but what



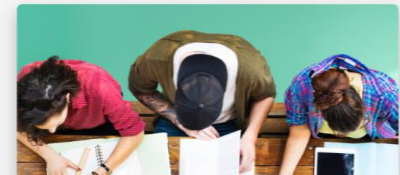
## Going to university?

Studying a degree at university, college, or a



## #belongatuni

20 – 24 August



## Not sure what to do?

We can help you decide.

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# > UCAS Course Search (...and Course Finder)

- Split into Home / Outside of UK

- Different ways to search:

- Subject
- Code
- Institution
- Geographical location

The screenshot shows the UCAS Course Search homepage. At the top is the UCAS logo and a navigation bar with links: Home, How it all works, Apply, Providers, Data & analysis, News & events, and About us. The main section is titled 'Search courses' and features a search form. The form includes a dropdown for 'Where do you normally live?\*' with 'Please select' as the current option. Below this are radio buttons for 'Clearing 2014', '2014', and '2015'. A note states: '\*This helps us to show courses that are available to you. Click here for more info'. The search criteria section is titled 'Search by any or all of the following' and includes three input fields: 'Course: Enter a course title', 'Provider: Enter a university, college or conservatoire', and 'Location: Enter a country, county, city or town'. A 'Search' button with a right arrow is to the right of the location field. To the right of the search form is a red box titled 'Don't know what to study?' with the text 'Need help finding courses? Browse subjects and find out what's available.' and a 'Browse' button with a right arrow. Below the search form is a 'UCAS Search tool' box with the text 'Use our new search to find undergraduate courses and courses at conservatoires. We'll be adding all our other courses soon – until then, click the links below.' and a list of links: 'Postgraduate courses', 'Postgraduate teacher training courses', and 'Foundation degrees'. To the right of the search tool are several promotional banners for various universities and clearing places, including BPP University, Kingston University, University of Huddersfield, Sheffield Hallam University, Anglia Ruskin University, University College Birmingham, and University of Bradford.

- During clearing only courses with vacancies will be displayed (still split into two lists)

# > UCAS: Course Search Function

[www.ucas.com](http://www.ucas.com)

## Filters

Physics x

Save search

Clear filters

In which academic year would you like to start your studies?

☒ 2018 - 2019

☐ 2019 - 2020

Search for Clearing vacancies: ?

☒ Show all courses

☐ Show Clearing courses with vacancies

What type of degree do you want to study? ?

☒ Undergraduate

☐ Postgraduate

Where do you want to study? ?

Strathcl +

☐ Conservatoires UK (CUK)

University or college (A to Z) ▾

Provider

Courses

Map view

Found 511 courses from 62 providers

EXPAND ALL COLLAPSE ALL

### University of Aberdeen



9 undergraduate courses

Physics

Bachelor of Science (with Honours) - BSc (Hons) - 1 Option

Geology and Physics

Bachelor of Science (with Honours) - BSc (Hons) - 1 Option

Mathematics and Physics

Bachelor of Science (with Honours) - BSc (Hons) - 1 Option

Show more courses

### Abertay University



1 undergraduate course

Environmental Science and Technology

Bachelor of Science (with Honours) - BSc (Hons) - 1 Option

### Aberystwyth University



14 undergraduate courses

Physics

Master of Physics - MPhys - 1 Option

Physics

Bachelor of Science (with Honours) - BSc (Hons) - 1 Option


Physics with Planetary and Space Physics

Filters can be used to narrow your search:

- Academic Year of study
- Type of Degree
- Location
- University
- Subject
- End Qualification

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> My World of Work: <https://www.myworldofwork.co.uk/learn-and-train>

**My  
World  
of  
Work**

Account   Settings   **Log out**

My career options   |   **Learn and train**   |   Getting a job

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## Learn and train


Your guide to training and studying – from college and uni to volunteering, picking the right course and funding, including Individual Training Accounts.

### Find a course or volunteering opportunity

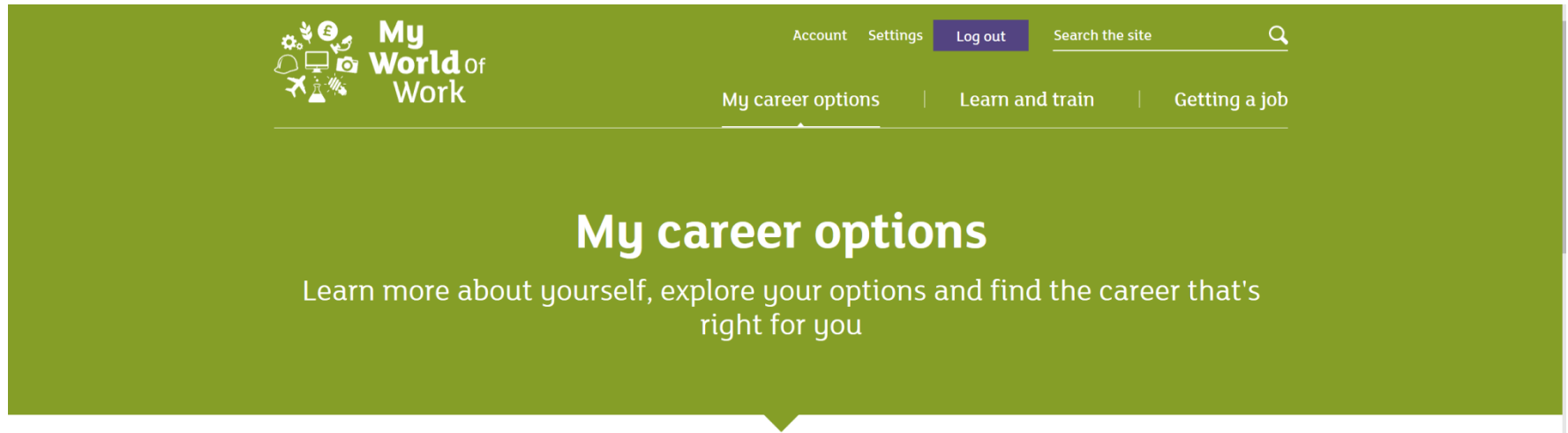
Choose a search option. Use 'Course' to find college and uni courses and other types of learning and training. Or, find volunteering opportunities using 'Volunteering'.

**Course**

Volunteering

 Feedback

> My World of Work: <https://www.myworldofwork.co.uk/my-career-options>



The screenshot shows the top section of the 'My World of Work' website. The header is a dark green bar with the 'My World of Work' logo on the left, which includes icons for a gear, a lightbulb, a camera, a plane, and a person. To the right of the logo are links for 'Account', 'Settings', and 'Log out' (highlighted in a purple box). Further right is a search bar with the text 'Search the site' and a magnifying glass icon. Below the header is a navigation bar with three links: 'My career options' (underlined), 'Learn and train', and 'Getting a job'. The main banner is a large green rectangle with the title 'My career options' in white, followed by the text 'Learn more about yourself, explore your options and find the career that's right for you'.

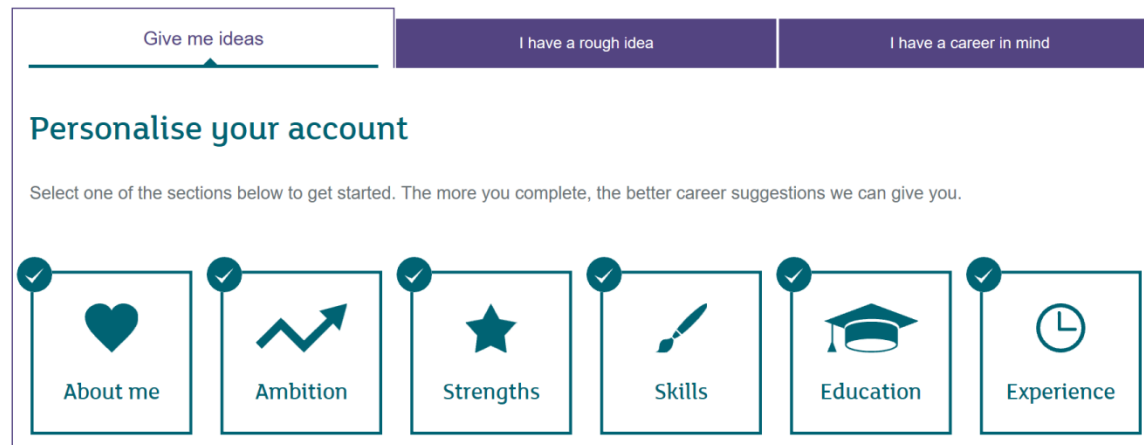
My World of Work

Account Settings Log out Search the site

My career options | Learn and train | Getting a job

## My career options

Learn more about yourself, explore your options and find the career that's right for you



This section is titled 'Personalise your account' and includes a subtext: 'Select one of the sections below to get started. The more you complete, the better career suggestions we can give you.' There are three tabs at the top: 'Give me ideas' (active), 'I have a rough idea', and 'I have a career in mind'. Below the tabs are six cards, each with a checkmark icon in the top left corner and a specific icon representing a section: 'About me' (heart), 'Ambition' (upward arrow), 'Strengths' (star), 'Skills' (pen), 'Education' (graduation cap), and 'Experience' (clock). A 'Feedback' button with a question mark icon is located at the bottom right of this section.

Give me ideas I have a rough idea I have a career in mind

### Personalise your account

Select one of the sections below to get started. The more you complete, the better career suggestions we can give you.

- About me
- Ambition
- Strengths
- Skills
- Education
- Experience

Feedback



# > The Application Process: What UCAS require?

Students are asked to complete the following sections online:

1. Personal Details
2. Additional information (UK only)
3. Choices
4. Education
5. Employment
6. Personal Statement



Having checked the above, Guidance Teachers will then add:

A Reference



UCAS

## > **Personal Statement basics**

- **47 lines/4000 characters**
- **Type in MS Word and paste into UCAS Apply**
- **No spell check in UCAS**
- **UCAS uses similarity detection software**
- **Do not submit your first draft**

## > Personal Statement

### ■ **Your opportunity to tell the institutions about you:**

- Why are you applying? Link academic skills and achievements to course choice
- What your ambitions are when you finish your course.
- What makes you suitable? Skills, knowledge, achievements and experience you have that will help you do well. These could be from education, employment or work experience, or from hobbies, interests and social activities.

### ■ **Check course listings**

see what level of understanding you need to have and what qualifications or skills they're looking for. This way you can link your experiences to the skills and qualities they mention.

## > The Personal Statement – top tips

- **Should be relevant to all your choices**
  - Consistency in your HE choices makes the PS easier to write
- **200 personal statements per admissions tutor per week!**
  - Make yours stand out

NB: SIMILARITY DETECTION TEST
- **Write it early:**
  - You will need to write a few drafts – starting now!!
  - Get someone to read through it
  - Does it make sense?...Does it flow?...Can you say ‘So what?’ to anything in it? Have you used evidence to demonstrate your skills etc.



## A Weak Personal Statement

- I want to do Maths at University because I liked it at Higher
- 6-8 lines about the subject of study
- 'I have Gold award Duke of Edinburgh'
- Lists 10 sports played and 3 positions of responsibility held at school with no mention of skills or qualities developed
- I like socialising with friends, reading and films...

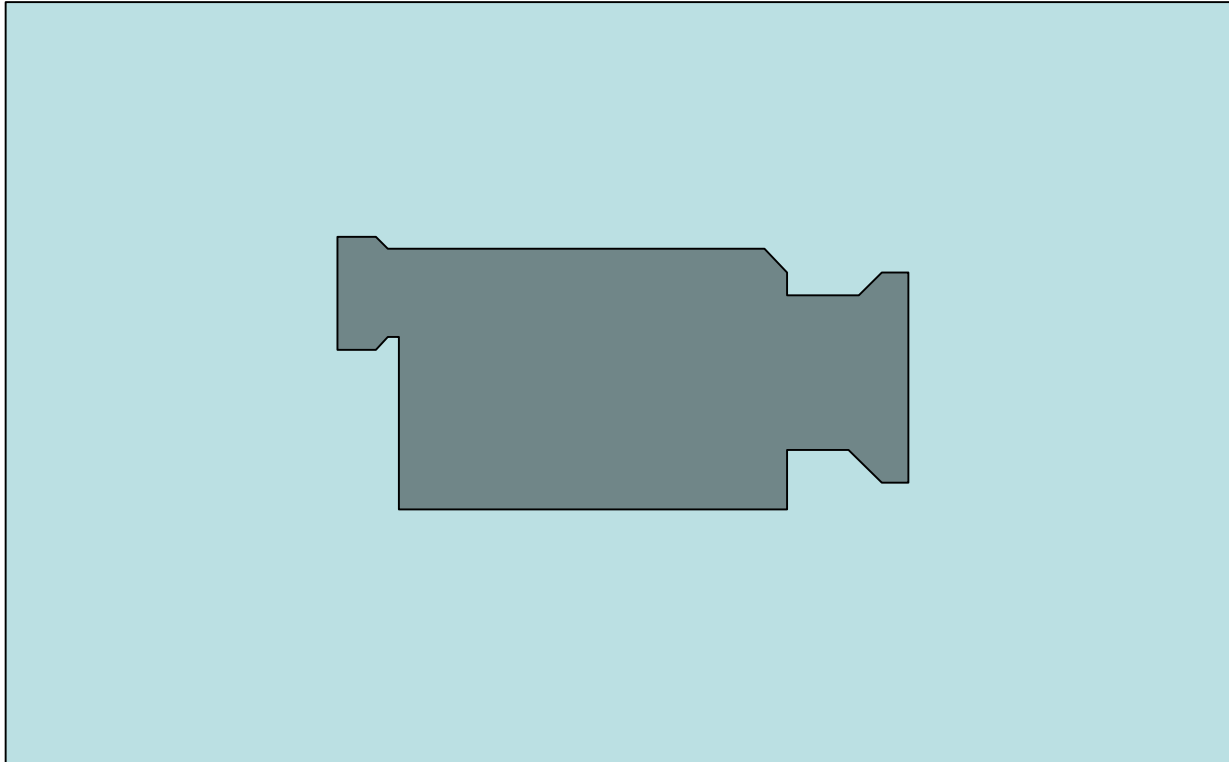
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According to the UCAS Guide to Getting into University and College, the most over-used phrases (so, the ones to avoid) are:

- 'From a young age/an early age/for as long as I can remember, I have always been interested in...
- 'Nursing is a very challenging and demanding career ...'
- 'Fashion is not something that exists in dresses only.' (This is a quote from Coco Chanel – it was original when she said it.)
- 'Academically, I have always been a very determined and ...'

## > **An Excellent Personal Statement**

- Clever, high impact opening sentence
  - this is usually written last to avoid getting a 'block'
- Around half about the subject area
  - shows real passion for the subject area
- Work experience/career aspirations
- Explain context of social life/achievement
  - why? NOT what?, skills learnt and impact on self and others
- Shows real personality
- Reference to skills and links them to course/career



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



## > Completed Applications

- Applicant must mark all sections as complete
- Students must 'opt in' to share the progress of their application with school on the declaration page
- Online payment of £25 made to UCAS (debit/credit card)
- Mrs Kerr checks pupil applications
- Guidance staff write references
- Completed forms are forwarded to UCAS by Mrs Kerr

## > The Reference – What we include

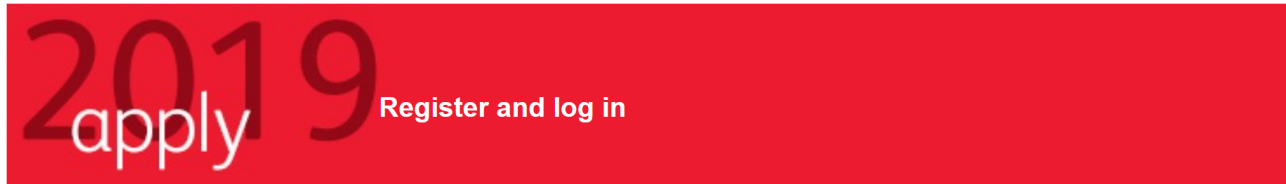
- Their post-16 academic performance and their potential for success in higher education.
- Why they're suited to their chosen subject and career path, plus their attitude, motivation and commitment.
- Skills and qualities like aptitude and enthusiasm, plus current or past achievements that will help with their chosen subject area.
- Achievements, work experience, extracurricular activities and interests that relate to their chosen courses.
- Any factors/personal circumstances that might affect their performance (consent must be gained first to mention health or disabilities).

## > Next Steps...

# How do I check the progress of my application?

UCAS

Contact us | [Help](#) | Print page



|                |
|----------------|
| What is Apply? |
| Help           |
| English ▾      |

[Home](#) > Register and log in

### Log in

If you have already registered, please enter your username and password below to log in. **You must enter your username in lower case and your password in the same case you used to register.**

Username

Password  [Forgotten login?](#)

[log in](#)

### Register

If you have not registered for 2019 entry, please click the 'register' button to use this service. **You only need to register once.** If you apply more than once in a cycle your application fee will not be refunded.

[register](#)

#### Key

[? Help](#)

Version 12.0.0-master-1

[About us](#) | [Terms & conditions](#) | [Privacy policy](#)

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## > UCAS Track

Track will allow your son or daughter to:

- follow the progress of their application online
- see their choices and personal information
- see their offers
- reply to offers online

## > Offers: decisions and replies

- Admissions tutors can offer interviews and make 3 decisions:



- **Unconditional Offer**

If you already have all required grades



- **Conditional Offer**

Offering a place dependent upon successfully meeting academic conditions

These could be expressed in terms of:

UCAS Tariff points

Qualification grades/results

A mixture of the above



- **Unsuccessful**

The HEI cannot offer you a place

## UCAS Tariff

- The UCAS Tariff is a means of allocating points to post-16 qualifications used for entry to higher education.
- Not all institutions use the Tariff and may use grades instead
- Check carefully entry requirements
- See tariff calculator to check your qualifications:  
<https://www.ucas.com/ucas/undergraduate/getting-started/entryrequirements/ucas-undergraduate-tariff-points>

## > Scottish Qualifications: Tariff Points

| <b>Advanced Higher</b> | <b>Higher</b> | <b>Tariff points</b> |
|------------------------|---------------|----------------------|
| A                      |               | 56                   |
| B                      |               | 48                   |
| C                      |               | 40                   |
| D                      |               | 32                   |
|                        |               |                      |
|                        | A             | 33                   |
|                        | B             | 27                   |
|                        | C             | 21                   |
|                        | D             | 15                   |

## > **When to upgrade Highers?**

- ▶ If a Higher which you gained at B or C is required at A or B for entry to your chosen course

## **When to take Advanced Highers?**

- ▶ If you enjoy a subject, want to continue studying it and are close to the required entry grades for your chosen course by the end of S5
- ▶ If you gained a C in a Higher required at B, but are very confident you can gain at least a C at Advanced Higher, this is an alternative to upgrading the Higher

In both cases, it is important to check the entry requirements in the undergraduate prospectus, to find out what credit is given to Advanced Highers for the courses which interest you or what Highers are required for entry.



## > How an offer might actually look

| Institution                        | Course   | Decision            | Reply | Conditions   |
|------------------------------------|--|---------------------|-------|--|
| (G28)<br>University of Glasgow     | (H600)<br>Electronics and Electrical Engineering | Unconditional offer |       | This offer is subject to you obtaining We strongly encourage you to fully commit to your S6 studies even though you have an unconditional offer based on your S5 results. If you are considering dropping S6 subjects included in your UCAS application you must contact University Admissions. Research indicates that students with good S6 results find the transition to university much smoother and attain better degrees. Graduate employers are interested in all qualifications attained by students - not just their degree qualification. |
| (G28)<br>University of Glasgow     | (H601)<br>Electronics and Electrical Engineering | Conditional offer   |       | This offer is subject to you obtaining Scottish Qualifications Authority Advanced Higher Grades AB in any order in Mathematics Physics Entry to the BEng will be offered if the MEng conditions are not met. Please follow UCAS Track instructions for accepting the BEng offer if applicable.   |
| (S78)<br>University of Strathclyde | (H600)<br>Electronic and Electrical Engineering  | Unconditional offer |       |  |
| (S78)<br>University of Strathclyde | (H601)<br>Electronic and Electrical Engineering  | Unconditional offer |       |  |
| (S78)<br>University of Strathclyde | (HH6H)<br>Electrical and Mechanical Engineering  | Conditional offer   |       | This offer is subject to you obtaining Scottish Qualifications Authority Advanced Higher Grade B - Mathematics and Grade C - Physics   |

## > Applicant replies

- When applicants have received decisions from **ALL** of your choices, if you have offers you will be asked to make replies (and given a date to reply by) on Track
- UCAS will send reminders – but if you fail to reply by your reply date, your offers will be **declined by default!**
- Once all decisions are received, you will be able to hold a maximum of **2** offers:
  - **Firm** (if you meet the conditions you will be **placed**)
  - **Insurance** (only comes into play if you are not placed with your Firm choice)

Any other offers must be **declined**

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## > **Next Steps: If left holding no offers**

### **EXTRA**

- Operates from **25 Feb** to the **2 July**
- You are eligible if you have:
  - Used all 5 choices
  - Holding no offers
- You can add one more choice at a time via Track

### **CLEARING**

- Operates **mid July** onwards (depending on your status)
- You are eligible if you are:
  - Holding no offers
- Add one choice at a time via Track
- Clearing vacancy list
- Call HEIs first and get verbal offer(s)

## >What your son/daughter should be doing now?

- Research
- Extra curricular
- Work experience
- Go beyond the syllabus
- Focus on this year's studies



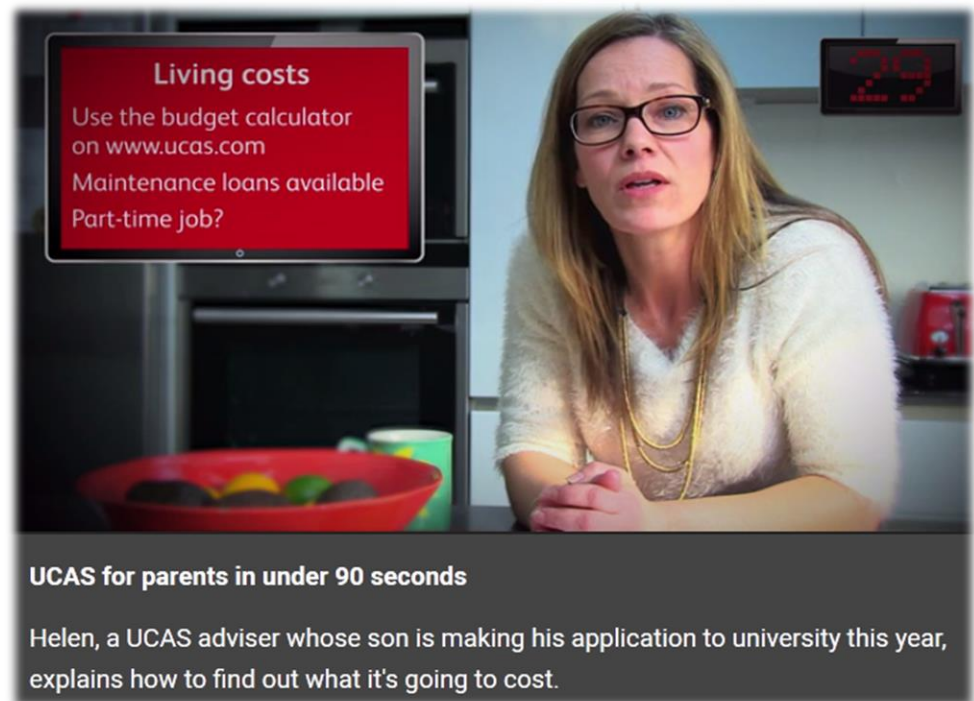
## >How can you support the application process?

- Use the parents/guardians section of the UCAS website/Parent Guide publication – [www.ucas.com/parents](http://www.ucas.com/parents) and sign up for the newsletter.
- Offer to attend open days, you may have a different perspective.
- Don't book family holidays at key times.
- Make sure they read everything carefully that is sent to them.
- Support your son/daughter's management of their application.

# New videos for parents

UCAS has developed four videos on key topics:

- The UCAS process
- Open days
- Student finance
- Clearing



[www.ucas.com/parents](http://www.ucas.com/parents)

UCAS

- > Link to UCAS homepage and My World of Work can be found on the school website



Welcome to our website

We hope you find it concise, informative and stimulating. Bishopbriggs Academy has built a strong reputation in its community and beyond. We aim to provide the highest quality of learning experience for all our young people through outstanding practice in our classrooms and by offering a wide range of extra curricular activities. [Read more >](#)





# OTHER USEFUL RESOURCES

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- [www.ucas.com](http://www.ucas.com)
- [www.thestudentroom.co.uk/](http://www.thestudentroom.co.uk/)
- [www.university.which.co.uk/](http://www.university.which.co.uk/)
- <http://www.bestcourse4me.com/>
- [www.whatuni.com/](http://www.whatuni.com/)
- [www.thecompleteuniversityguide.co.uk/](http://www.thecompleteuniversityguide.co.uk/)
- <http://www.theguardian.com/education/universityguide>
- [www.thecompleteuniversityguide.co.uk/times-university-guide-and-league-tables/](http://www.thecompleteuniversityguide.co.uk/times-university-guide-and-league-tables/)
- <http://www.thecompleteuniversityguide.co.uk/league-tables/rankings> -
- [http://www.thesundaytimes.co.uk/sto/public/university\\_guide/article1607931.ece](http://www.thesundaytimes.co.uk/sto/public/university_guide/article1607931.ece)
- <http://icould.com/watch-career-videos/>



# Additional help

UCAS Customer Experience Centre

**0371 468 0468**

Monday to Friday, 08:30 – 18:00 (UK time)



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Thank you for listening 😊

- Questions?
- Handouts
- Feedback