



Cardinal Newman
CATHOLIC SCHOOL



EVERYTHING YOU NEED TO KNOW ABOUT APPLYING TO UNIVERSITY

The registration for the 2021 entry is now live.
This means that you can now start your UCAS
application.

You cannot submit applications until 8th
September at the earliest.

WHY USE UCAS?

- To apply for the majority of courses at Uni, you need to use a platform called UCAS (Universities and College Admission Service).
- Some Unis may have their own system whereby you apply directly to that University, along with also making your choices on UCAS. I know that Buckinghamshire uses this system for some courses.
- Even if you are not sure about going to Uni, we encourage everyone to apply. It doesn't cost much and it means that you have more options in case you change your mind. You can also apply for Apprenticeships at the same time.
- You do not need to make a final decision about your future until Results Day, and even if you have made Uni a firm choice, you don't have to go there, you can take up an Apprenticeship instead.

OVERVIEW OF N6 PROCESS

Students...

1. Go to virtual open days (available from now, look at specific Uni websites)
 2. Use Unifrog to add activities and competencies to locker
 3. Use Unifrog and UCAS to search for courses and make short-lists
 4. Start to write personal statement before summer holidays
 5. Start UCAS application online before summer holidays
 6. Finish personal statement in Autumn term
 7. Make final choices about Uni courses in Autumn term
 8. Complete UCAS application online by the end of November
 - 9. Pay (using own card) and send application**
 - 10. Application goes to the Sixth Form team who will add your reference and predicted grades**
 - 11. You meet with the Sixth Form team in December to finally check application and send together**
- * Early Entry students will have different dates to above.**

It costs £20 to make a single choice and £26 to make more than one choice. You can make up to 5 choices. You can only have one UCAS application.

For medicine, you can only allocate 4 out of 5 of your choices to a Medical School, the other could be in Bio-Chemistry for example.

UCAS DEADLINES

At the moment, UCAS are sticking to their normal deadlines for submission, these are:

- 15 October 2019 at 18:00– any course at the universities of Oxford and Cambridge, or for most courses in medicine, veterinary medicine/science, and dentistry. You can add choices with a different deadline later, but don't forget you can only have five choices in total.
- 15 January 2020 at 18:00- for the majority of courses.

NOTE! Some courses may also have additional tests that you need to book and complete as part of the admission process. This is a compulsory for the early entry courses. I would recommend that you revise and prepare for these in the summer, and take these as soon as you can in the Autumn Term so that they do not clash with any interviews or internal exams that will happen in December. Students who leave the exams until last minute, become very stressed and overwhelmed.

HOW TO GET STARTED

<https://www.ucas.com/undergraduate/applying-university/filling-your-ucas-undergraduate-application>

1. Go to: <https://www.ucas.com/students>
2. Click 'Undergraduate' then 2021 Entry 'Apply'
3. Then 'Register' if doing so for the first time
4. Create a password and it will generate a username for you- TAKE A PHOTO OF THE USERNAME, WE CANNOT FIND THIS OUT FOR YOU IF YOU FORGET/ LOSE IT!
5. **Use a personal email, so that if you decide to defer or use your UCAS account after you have left us, they will still be able to contact you (your Newman email ceases as soon as you leave us)**
6. **Use the Cardinal Newman BUZZWORD: CNewman21**
7. **Log in and then you are ready to make a start**



Watch this first!

PERSONAL DETAILS

These are
COMMON errors
that most
students make.

DO:

- ✓ Write your name exactly as it is on your **PASSPORT**.
- ✓ Use a personal email address (not Newman one) that you use regularly.
- ✓ **For fee code- select '02 UK'** if you are a UK citizen. If you do not have UK citizenship then you will be classed as an international student.
- ✓ For student support arrangements- make sure you write Luton or Bedfordshire, depending on where you live. This info will be fed back to Student Finance.
- ✓ **Include a Nominated Access-** this is very important. If you are in an accident, then you need to nominate someone who can talk to UCAS on your behalf.
- ✓ Disability/ special needs can also include if you have been diagnosed with a mental health condition .i.e. anxiety

CHOICES

These are
COMMON errors
that most
students make.

DO:

- ✓ Make up to 5 options.
- ✓ Triple check you have the right course and codes.
- ✓ Triple check the start date- should be Sept 2021.
- ✓ I would not recommend deferring in light of the current economic climate, you can defer later on.
- ✓ I would not recommend living at home, unless you are applying to a Uni that is less than an hour away from where you live.

ADDITIONAL INFO

These are
COMMON errors
that most
students make.

DO:

✓ For 'activities in preparation' list any summer schools, lectures, work placements or courses that you have done.

DON'T:

X List employment for 'activities in preparation'

EDUCATION

These are
COMMON errors
that most
students make.

DO:

- ✓ Add all the schools you have attended for GCSE and A Level. If you were at Newman for both, you only list Cardinal Newman R C School, Luton.
- ✓ Write August 2019 for the date your GCSEs were awarded.
- ✓ Get the Exam Board correct!
- ✓ List ALL GCSEs and grades (even if you did terrible in one and are embarrassed about it, sorry, they will know).
- ✓ List ALL of your A Level subjects with August 2021 as the date you will be awarded the grade. You cannot list the grade obviously.

IF YOU DO NOT LIST YOUR A LEVELS, THEN WE CAN'T INPUT PREDICTED GRADES.

EMPLOYMENT & STD FINANCE

These are
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students make.

DO:

- ✓ Add any full or part time jobs you have/ have had.
- ✓ Tick 'yes' for Student Finance! Or you won't be getting any financial support for fees and maintenance loans. You don't need to worry about registering for Student Finance until Year 13.

PERSONAL STATEMENT

These are
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students make.

1. Write on Unifrog first using all of their examples and guidance on there. More info to follow about how to draft this.
2. Copy onto a Word Doc to check SPaG.
3. Make sure it is no more than 47 lines or 4000 characters (including spaces). Anything more gets cut off.
4. Copy and paste onto UCAS and save.

DONE!

1. Pay and send online.
2. The application goes to the Sixth Form team who will add your reference and predicted grades.
3. They will then meet with you and you will send it off together.

DEADLINES COMING UP

Many students do up to 10 drafts of their personal statement!

Deadline	Task
1 st June	1. Unifrog- Add any competencies and activities to Locker.
15 th June	2. Unifrog- Search for Uni courses using the subject or careers searches. Make at least 2 short-lists. Make sure you choose realistic courses.
29 th June	3. Complete personal details, additional info, education, employment and student finance sections of UCAS Application.
6 th July	4. Write first draft of personal statement and submit to your tutor on Unifrog.
13 th July	5. Early entry- send second draft of personal statement to tutor. Book any entrance exams as early in the Autumn term as you can.
17 th July	6. Make sure you have attended at least 3 virtual open days.
14 th September	7. Early entry- third draft of personal statement to tutor 8. Everyone else- second draft of personal statement to tutor

I'm not going to Uni, why do I have to do a personal statement?

1. You may change your mind, many students do in Year 13, which is why we want you to apply for both.
2. If you apply for Apprenticeships or jobs, you will have to write a covering letter anyway, which is very similar to your personal statement.
3. If you decide to go to Uni in a few years' time, you have it written and ready to go.
4. It's good practise for you to think about what you want to do as a career and what useful skills you have.