



BEDSTONE
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GUIDE TO A-LEVEL RESULTS DAY 2017

It's results day – what do I do?

Before you leave to collect your A level results from Bedstone College on Thursday 17th August 2017 we recommend you take a few things with you:-

- ❖ Pen or pencil
- ❖ Notepad
- ❖ Mobile phone
- ❖ Calculator (in case you need to add up your module marks)
- ❖ AS results
- ❖ UCAS letter (that has your UCAS number on and other important information such as your conditional offer grades)
- ❖ Contact details for both your firm and insurance offers
- ❖ Copy of your personal statement
- ❖ Copy of your reference (if you have it)
- ❖ Contact details of your referee

If you are concerned that you may have to go through [Clearing](#), it's a good idea to pick up a copy of the Telegraph newspaper, as this is the only paper that publishes the full list of Clearing places available.

You will also probably find it easier to browse places in the newspaper rather than searching for them on the UCAS website.

I've met my firm offer!

Many congratulations! Now you can phone your family and friends and tell everyone the great news! However, don't call up the university to confirm your offer unless they told you to do this in advance – leave the line free for someone who hasn't met their offer and is worrying.

If your status on UCAS Track isn't updated yet, don't panic – it can sometimes take a while. If it hasn't been updated by the end of Monday, ring the university and check everything is OK.

UCAS will put your AS12 letter in the post the day after UCAS Track has updated your status. This letter confirms your place at the university and your course choice. This means you are now definitely going to university, (unless you decide university isn't the right step for you anymore).

As soon as you receive your AS12 letter, read it through carefully and check whether there is a slip at the bottom that you have to fill out and send back to the university. Some universities ask you to send it back; some don't, but the instructions will tell you if you need to or not.

Make sure you keep the letter in a safe place, as you will need it to open your [student bank account](#) before the start of term, and possibly other things that require you to verify that you have a place at university.

What about the Adjustment Period?

If your results are higher than those required for your firm offer, you are entitled to look around for a university that carries higher entry requirements.

This is called 'Adjustment' and is an optional process.

If you wish to consider this path, you will need to register for Adjustment through UCAS Track.

You will be given 5 days from the date your conditional offer is changed to an unconditional offer in which to find an alternative place.

This time includes weekends, although cannot be extended beyond 31st August 2017 anyway.

While you are in the Adjustment process, your original firm choice will be held for you, so don't worry if you do not find anything suitable within the 5 day time frame.

You can read more about the adjustment period:

<https://www.ucas.com/ucas/undergraduate/apply-and-track/results/adjustment-%E2%80%93-if-you%E2%80%99ve-done-better-expected>

I've missed my firm offer

Hopefully you are not too disappointed by this news – it is still possible your university will accept you.

The first thing to do is check your status on UCAS Track – if it says you have been accepted, then great! Go ahead and celebrate and remember to leave the phone lines clear.

If UCAS Track still shows your offer as conditional, phone the university and check whether you have been accepted.

If you cannot find a special 'Clearing' number for the university, just ring their admissions office. Some institutions may not allow you to put a case forward to bargain with them and will have already rejected you. If UCAS Track shows you have not been successful, then there isn't much else you can do.

However, do be prepared for the event of selling yourself to your chosen university by pointing out your good AS grades, and informing them of any mitigating circumstances.

If your firm choice does not accept you with lower grades, try not to dwell on it too much – it's disappointing and upsetting, but there are still options and it is likely that you will end up going to university one way or the other.

I've met my insurance offer!

If you have been formally rejected by your firm offer but have made the grades for your insurance offer then the process is the same as if you had met your firm offer – you don't really need to do anything at the moment, just wait until your AS12 letter arrives through the post.

Again, UCAS Track may take a while to update your status – you can phone the university to check your confirmation if this takes longer than 4 days.

One thing you will need to do in the near future is to notify the Student Loan administrators. You can do this online at:

<https://www.gov.uk/apply-for-student-finance/change-an-application>

However, it is best to wait for your AS12 letter before doing this.

I've missed my insurance offer

Check your status on UCAS Track to see if you've been accepted with lower grades – if not, then ring up the university and ask for their decision. If they still accept you, wonderful! If not, you will enter the 'Clearing' process.

I've missed my firm or insurance offer, but the university has accepted me on to another course

If this is the case, you will see 'UCC' on your UCAS Track page (this means 'unconditional changed course'), along with the new course code. You will have a period of 5 days to decide whether to accept this change of course.

You will receive an AS12C letter from UCAS that will explain your options to you, although you can still accept or decline the offer on UCAS Track before you receive the AS12C letter.

If you choose to decline the offer of an alternative course, you will either go to your insurance offer (if applicable and they have accepted you) or go into 'Clearing'.

I want to defer my offer

If you do not already have a deferred offer, you will need to get in touch with the university as soon as your place with them is confirmed and tell them you wish to defer your offer.

You should contact the university as soon as you've decided you want to defer your offer, although you can do this any time up until the start date of your course.

It's a good idea to have your reasons why you want to do this ready in your mind, or written down somewhere, e.g. you want to take a gap year to do some volunteering work, or learn a language, etc.

Most universities will be ok with this, although if they are not, you are probably best off withdrawing from UCAS and reapplying next year.

I've decided university isn't the right step for me

Although there are lots of other choices available through 'Clearing', it's possible you may not find a suitable place, or maybe you wish to retake some of your A level units to try and get onto a different course or get into a different university.

I already have an offer for this year

You will need to contact the university and tell them you no longer wish to attend. To do this, simply fill out the appropriate section of your AS12 letter slip, and mail it back to them.

This means you will be withdrawn from UCAS entirely and will not be able to go through 'Clearing' and therefore won't be able to attend university at all.

I have a deferred offer for next year

Again, you need to inform the university you no longer wish to keep your place. You are not allowed to reapply through UCAS if you are currently holding a deferred offer, so if you don't tell them, you will not be able to go to university either this year or next year.

I'm not holding an offer

This only applies if you have missed both your firm and insurance offers. You will be automatically entered into 'Clearing', (if this is what you want).

However, if you don't want to go anymore, you don't have to do anything at all. As long as you don't apply to any institutions through 'Clearing', you won't go anywhere.

Also, you can just withdraw from UCAS completely, either by contacting them by phone or using the Withdraw button on the UCAS Track system.

Apprenticeships:

One option for those who are having second thoughts about whether university study is right for them is to consider a Government Apprenticeship. There are a large number of employers are willing to train young people in a large number of professional areas. They will also pay you while you are in training. This route to employment is not right for everyone but it is becoming a more popular choice amongst school leavers. For more information please visit the website:

<http://www.apprenticeships.org.uk/>

My results don't look right – is it worth getting my papers remarked?

Be aware that there is a charge for getting your papers remarked.

You will be refunded the money if your grade changes, although it's important to remember that your grades can go down as well as up.

It's worth considering talking to your teachers first, as they may feel the results are right and the marks are what you deserved to get.

Guide to Clearing

Worried you may have to go into Clearing? Received your exam results and found you haven't met the grade requirements for your chosen universities?

Or maybe you've had a change of heart about your firm and insurance offers and want to go to university somewhere else?

Don't despair - whatever your situation, we've put together this comprehensive guide to UCAS Clearing with all the information you need to help you through the process.

What is Clearing?

Clearing is a system that operates between mid-July and September. It allows you to search and try to secure a place at university if you have not already done so.

For example, you may not have received any offers from your chosen institutions or decided to decline all the ones you did receive.

You are allowed to complete and submit an application between results day and September 2017. Please see UCAS for actual dates.

However, if you sent your application to UCAS after 30th June you will automatically be entered into Clearing. This means you must not fill in any choices on your application form.

A full list of course vacancies is published between mid-August and late-September on both the UCAS website and in the Daily Telegraph newspaper.

I'm worried I'll have to go into Clearing – what can I do?

If you're concerned that you under-performed in your exams and may have to enter Clearing, there are a few things you can do to give yourself a head start before Clearing begins:

- ❖ Speak to Mr Braden for advice on alternative courses that will still keep you on the same career path, in case you can't get on to the course you originally applied for.
- ❖ Find out what courses were still on offer in 'UCAS Extra' at the end of June. If you are eligible for 'Extra', the button will be available to you on your UCAS track application.
- ❖ Check out the entry requirements for these courses (although you should not assume they will be lowered for Clearing, however in some cases they might be) and be realistic in terms of the grades you expect to gain.
- ❖ Take a look at the university websites for these courses to make sure you are happy with the course content and you will be taught everything you want to learn.

- ❖ Make a list of these courses so you know what you're looking for when the Clearing list is published on A Level results day.
This way, when you call up an institution about a particular course you will have the advantage of knowing something about it and will sound like a much more attractive candidate than someone who had never even heard of the course until 10 minutes before ringing them.

Also, the more informed you are, the less likely you will be to make a bad choice on the spur of the moment.

How does Clearing work?

Your eligibility for Clearing will show up on your Track page, where you will find your Clearing Number (universities will need this so that they can access your application) and the 'Add a Clearing Choice' button.

In Clearing, applicants contact institutions directly to discuss the courses available and whether their application can be considered.

You can contact as many universities as you like, and may receive offers from several.

Don't feel that you have to accept the first offer that you receive: remember that you will be spending at least three years studying the course, so make sure that the university or college and course are right for you before you accept a place.

Each university will give you with a course code and institution code. When you have decided which offer you want to take up, you must enter the details on Track. You can only enter one choice, and you must have discussed your application with the university first. If you enter a choice without doing this you are likely to cause yourself significant delays and may even lose out on a course you were really keen on.

The clearing vacancy search is closed on 30th September – However, you can contact universities directly and can add clearing choices to UCAS Track after this date.

For further information about clearing:

<https://www.ucas.com/ucas/undergraduate/apply-and-track/results/no-offers-use-clearing>

When does Clearing start?

Clearing fully kicks off on A Level results day, which is Thursday 18th August 2016.

If you know before this date that you will be in Clearing, it's a good idea to start looking for information and trying to decide where you want to go.

Universities may publish vacancy information on their website as soon as it's available.

This may potentially be from the start of results week, so keep your eyes peeled. Some may say you can contact them before results day to discuss things, but unless they specifically say you can, do not call them until Thursday 17th August.

Clearing in 2017 will remain open to applications until 20th September. Clearing closes to new courses on 30th September. However, once you are 'in' clearing you can contact universities until 21st October directly and they might accept you.

How do I enter Clearing?

If you missed your firm and insurance offers and they both rejected you. If you missed both your firm and insurance offers, then you don't need to do anything. Your Clearing number will show on Track.

Start calling up universities - with your Clearing number admissions tutors will be able to see your full application and might ask you to apply.

If they do this then they are offering you a place - if you wish to take up that place then add it as a Clearing Choice. The university will give you a date by which you must enter their course details on Track.

If you want to be formally considered, you need to click on your 'Add Clearing choice' button and enter the course details. Remember that you can only enter details for one choice.

If you didn't have an insurance offer, then the above also applies to you. However, if you didn't have an insurance place because you only originally applied to one university, you will need to pay an extra £11 since you will have paid the reduced fee of £13 with your original application.

If you change your mind about your firm or insurance offer

If you no longer wish to go to your firm and/or insurance but you met the offer, (or they're accepting you with lower grades), then you'll have to ring the universities concerned and beg them to release you.

They'll probably ask for reasons why, and they might not process your request straight away. It could take up to 2 weeks for it to go through officially, which is a long time in terms of Clearing. Therefore it's important to do this as soon as possible so you don't miss out on the best places.

Ideally, if you knew that this applied to you before results day then you will already have done it.

Once your release has been processed, your Clearing number will show on Track. Start calling around universities - with your Clearing number admissions tutors will be able to see your full application and might ask you to apply.

If they do then they are offering you a place, and if you wish to take it up you should add it as a Clearing Choice on your UCAS Track page.

If you are not holding any offers

If you are not holding any offers, but did apply through UCAS before 30th June, you will have automatically been entered into Clearing, and your Clearing number will be on UCAS Track from mid July.

Start phoning around universities - with your Clearing number admissions tutors will be able to see your full application and might ask you to apply.

If they do then they are offering you a place, and if you wish to take it up you should add it as a Clearing Choice on your UCAS Track page.

You may be in this position for a number of reasons, e.g. if you rejected all your offers; if you were unsuccessful in your applications; or if you changed your mind about the courses you wanted to apply for.

Direct Contact Service

The service works by comparing the qualification profiles of unplaced applicants to the profile of applicants that have been accepted on university and college courses in previous cycles. When an applicant's profile (courses applied to, location, qualifications) is matched, their data is shared with the matched university or college for consideration. Applicants may then be contacted directly by up to five universities and colleges where a match has been made. The service opens on results day, Thursday 18th August 2016 and closes on Friday 9th September 2016.

Candidates need to sign up for the service and it is available only for candidates who live in the UK, who are applying for an undergraduate course and who submitted their UCAS application before June 30th 2016.

Further information about the service can be found at:

<https://www.ucas.com/ucas/undergraduate/apply-and-track/results/no-offers-use-clearing/direct-contact-service>