

*The*  
***New Sixth*** BATH  
ST GREGORY'S AND ST MARK'S

**Your Guide to A Level Results Day**

**Thursday 17 August 2017**

Name:.....



## **It's results day – what do I do?**

You can collect your A level results on Thursday 17 August at 8.30am in the Atrium.

We recommend you bring a few things with you:

- Mobile phone
- 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 (Admissions Office)

## **UCAS Track**

You can log in to the redesigned Track on the UCAS website from 08:00 on results day to see if you have been accepted or are eligible for Clearing. You will also receive an email from UCAS confirming your status. Therefore:

- make sure you know your Personal ID and password for Track
- make sure you update your contact details in Track – otherwise you may miss vital updates
- regularly check Track – this could avoid the need to call UCAS or your chosen university or college

## **I've met my firm offer**

Many congratulations! 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 unis 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 it 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.

## I've missed my firm offer

You may be very disappointed by this news, but remember it is still possible your university will accept you. And in the end you will get a place and be happy with it even if you don't think so just yet! Now is the time for **ACTION**.

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 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 you will definitely end up going to university one way or the other.

## **I’ve met my insurance offer**

This is a similar situation to meeting 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 use the change of circumstances (CO1) form for your student loan, but it’s 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**.

**UCAS advisers are ready to help you through the Confirmation and Clearing process.**

**An official Clearing choice can be made from 17:00 (5pm) although you should call universities and colleges beforehand to discuss courses that interest them and ensure that places are available.**

**You can start looking at courses with vacancies on the UCAS website from just after midnight on Thursday morning.**

## **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 (confirmation letter) 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 heaps 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 into a better 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.



## **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, although sometimes we will pay for this, so ask first before writing any cheques.

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.

Mrs Quinn has included a letter about remarks with your results.

**When everything has been sorted do check the UCAS finance and support area to make sure you're prepared for your course**

## **A really helpful tip before the day...**

**Watch the video – “Preparing for results”. This is easily found on the UCAS Website.**

See you on Thursday 17 August at 8.30 am. In the meantime email me if it's holiday time or phone any time before the end of term if you have any questions.

Good luck!

A handwritten signature in black ink that reads "B Boardman". The letter "B" is large and stylized, followed by the name "Boardman" in a cursive script.

Mrs Boardman

### **Note:**

I can be emailed until August 31<sup>st</sup>.

Mrs Nokes will be available in the LRC all week from Tuesday 29 August.

**The direct line to the LRC is 01225 838 232**