



Newman Catholic School

Silverdale Road Carlisle Cumbria CA1 3RQ
Telephone: (01228) 404942 Fax: (01228) 404943
Website: www.newman.cumbria.sch.uk Email: office@newman.cumbria.sch.uk
Headteacher: Mr J D McAuley BA(Hons) MEd

6 July 2016

Dear Parent/Carer

UNIVERSITY APPLICATION PROCESS

Year 12 students have started the university application process and are receiving advice and support in school. I hope that the following information is of use, and your support in ensuring that deadlines are adhered to is very much appreciated.

The UCAS process. Rather than applying to individual institutions university applications are centrally administered through UCAS (Universities and Colleges Admissions Service). This means that students complete a single application form online that, alongside personal details, contains their five course choices and personal statement. The school then adds a reference which draws upon reports from subject teachers. **Students have been given account log in details and their account needs to be completed with personal information by Friday 15 July 2016.**

Deciding whether to apply or not. Our advice to students who are unsure of applying is to apply anyway. They can withdraw at any stage, whereas lodging a late application reduces the chances of success.

Website support. The UCAS website contains a wealth of information that is presented in short videos as well as text. These can be accessed at www.ucas.com and by clicking on the undergraduate tab on the top menu.

University choices. Students need to select five courses which can be at the same institution. From this they then narrow it down to a first choice and an insurance offer. In making their selection we recommend that students first consider geography (i.e. where they want to be) and then look at entry requirements. Your support with this is very much appreciated. <http://www.ukcoursefinder.com/> is a good starting point.

Open days and prospectuses. We encourage students and their families to attend open days and many Year 12 students have already done so. Prospectuses for each university are online and hard copies can be requested free of charge.

Deadline for UCAS applications. Support for students is, of course, ongoing, and as a small sixth form we take great pleasure in being able to spend considerable individual time with our students and their families as they navigate the UCAS process. Although UCAS have a January deadline **our internal school deadline for UCAS is Monday 21 November 2016** and we expect all students to have completed their application forms by that date.

Please do not hesitate to contact me at school if you would like to discuss any aspect of this matter further, either now or in the months ahead.

Yours sincerely

John Reardon
Assistant Headteacher, Sixth Form

