

# SOUTHEND HIGH SCHOOL FOR BOYS



## ACADEMY GRAMMAR SCHOOL

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10<sup>th</sup> May 2017

Dear Parent,

Looking ahead to A Level Results Day, please find attached a copy of the UCAS Parent Communication on Clearing and Confirmation. It outlines the options your son or daughter may face on the day, and explains the processes of Clearing and Adjustment.

Clearing is offered to students who have not achieved the grades needed to get into their chosen universities, and Adjustment allows students to apply for another course if they have surpassed the grades needed for their firm choice. For more information, the UCAS website has a very good section for parents – <http://www.ucas.ac.uk/parents/>.

Please note that if a student intends to make an application in Autumn 2017 for 2018 entry, they can do so through SHSB. **We offer this option to all students within one year of them leaving SHSB. In this case, they need to inform the school, from September 2017, so that we can start the process.**

A Level results will be posted to the school on Thursday 17<sup>th</sup> August and will be ready for collection from 9:00 am. I will be in school on the day to offer advice to students if needed.

Yours sincerely,

Mrs C Hamilton, Post-18 Student Adviser



# UCAS communication to parents

To ensure the application process runs smoothly we suggest your son or daughter:

- does plenty of research – there is a lot of information and useful links in the Results section at [www.ucas.com/examresults](http://www.ucas.com/examresults).

Doing that all-important preparation will help them make the right decisions

- keeps up-to-date with the progress of their application and replies to offers as soon as possible
- gives us the correct contact details and keeps them up-to-date
- understands the exact conditions of their offers, so they are able to make the right decisions when exam results are published
- fully understands how they will receive their results. Exam results are not shown in Track, it will only show whether or not an application has been successful. If their qualification is NOT listed at [www.ucas.com/sendingexam-results](http://www.ucas.com/sendingexam-results) they must send their results to the university or college themselves. They must not send them to UCAS. Visit [www.ucas.com/sending-exam-results](http://www.ucas.com/sending-exam-results) for more information.

## The importance of checking Track

Track ([www.ucas.com/track](http://www.ucas.com/track)) will update your son or daughter with the status of their application – it should be the first place they look. Once they have their results, Track will update to reflect the university decisions. If Track shows a place is confirmed, it is not necessary to call UCAS.

## Options when they get their results

If your son or daughter's grades are different to their original expectations, there are two scenarios.

### 1. Adjustment

If their exam results turn out to be better than expected and not only meet, but exceed, the conditions of their conditional firm offer, they have the option to use Adjustment. This allows them to register and apply for other aspirational courses in a five-day window, whilst holding their original confirmed place.

Visit [www.ucas.com/adjustment](http://www.ucas.com/adjustment) for more information.

### 2. Clearing

This will be an option if they have been unsuccessful in gaining a place with either their firm or insurance choices.

Even though they can't approach a university for a Clearing place until they have their results and they have been made unsuccessful by the universities they applied to, it's worth doing some research in advance to consider the types of courses that could be an option. This could save time if they need to use Clearing in the future.

Because they will deal directly with university admissions staff in Clearing, they should treat the process as a mini interview. Nothing can be gained from a speculative phone call with little or no understanding of the course or university, particularly during Clearing – it is still a competitive process and should be viewed as such. Visit [www.ucas.com/clearing](http://www.ucas.com/clearing) for more information.

If your son or daughter has signed up to our direct contact service, please make sure they don't wait for calls from universities and colleges with potential offers. They should follow the usual Clearing process and do their own research and make calls.

If they haven't applied through UCAS it's not too late. They can submit an application to go into Clearing between

1 July and 20 September 2017.

### Parent newsletter

If you haven't already done so sign up for the UCAS parent newsletters so you can help your son or daughter with their application. These have updates and information about the application process – it's not too late to help them during these last few weeks.

### Parent guide

For full details about UCAS applications, download a copy of our parent guide. It has information about exam results, Clearing, Adjustment as well as starting university. It's a must for the final few weeks before they're off!

### Further guidance

We are hosting online web chats, posting important reminders on Twitter ([www.twitter.com/ucas\\_online](http://www.twitter.com/ucas_online)) and answering questions on Facebook ([www.facebook.com/ucasonline](http://www.facebook.com/ucasonline)). These resources are staffed by experienced UCAS advisers and provide answers to the most common questions. Of course, for more specific queries, the UCAS Customer Experience Centre still offers one-to-one advice. To get in touch call 0371 468 0 468

(international: +44 330 3330 230).