

MAKING APPLICATIONS – UCAS Application Process Timeline

Applying to study at a Higher Education college or university is all done through UCAS (Universities and Colleges Admissions Service). Within your UCAS application, you get to make 5 choices for where and what you would like to study.

If you're in Year 12 and looking to study at university next year (or in the future), this guide provides a timeline of the UCAS application, along with loads of useful links to help get you started on this process.

From Now to September:

- ☑ Research courses and universities.
- ☑ Attend webinars, live chats and even virtual Open Days to find out more and ask any questions you might have at this stage. Find events [here](#).
- ☑ Strengthen your skills and experience for your personal statement – attend virtual summer schools and, if required for your course (and possible), build some work experience.
- ☑ Register with UCAS. How? Check it out [here](#)
- ☑ Start thinking about your personal statement and get a first draft written up.



September – January

- ✓ Get along to Open Days (in person or virtually) for the institutions you would like to apply for.
- ✓ Redraft your personal statement (many times!), make sure application is completed (choices – you get 5, references etc.)
- ✓ Submit application by 15th January 2021 at 6pm. **Your school or college will have an internal deadline before this – make sure you stick to it!** Once submitted your application goes to a teacher/adviser in your school/college who checks it over before sending it to UCAS. Give them enough time to do this properly!

Wait to hear back!

Universities will decide whether or not to make you an offer. If you receive an offer, it will be:

Unconditional (if you've already met the entry requirements)

Conditional (if the offer is based on achieving certain grades in your exam results)

You will be able to follow your application with UCAS 'Track' [here](#):



Respond to any offers you have received

- Firm choice – first choice
- Insurance choice – a back-up if needed (i.e. if your first choice is conditional)
- Decline other offers

February

UCAS Extra opens for students who have used all 5 choices but have not received any offers – you could still find a place. For more info click [here](#).

March

Application deadline for some art and design courses.

May

Deadline to respond to your offers, if you received them by 31st March.

June

Deadline to respond to your offers, if you received them by 5th May.

Once you have responded to your offers

- If your firm choice is unconditional, you've got a place at university!
- If conditional, your offer status will be updated when exam results come in.

If you don't meet your conditional entry requirements

Check out our factsheet on Clearing and finding another place, or go [here](#) for more information

If you do better than you thought you would

You can use UCAS 'Adjustment', to see if you're eligible to get into a higher entry course, if you want to! For more info click [here](#).



If you have any questions, you can live chat a member of our team [here](#).

We'd love to know if you found this resource helpful, let us know [here](#).