



July 2020

# UCAS and Careers News

## Introduction

As we enter the final week of the Summer term, I would like to thank our Year 12 and 13 students for their attitude and approach during this past term.

Year 12 students continue to engage with their lessons and teachers in a positive and mature manner which has been fantastic to see. Students will also be attending their academic review appointments with their subject teachers, it has been wonderful to see many of them as they come in. I want to stress the importance of reading Year 12 into 13 sections of the newsletter, outlining the processes you will be embarking on. There are also key dates flagged such as the deadlines for your applications! For our students on the Careers route, there is also information on the key aspects of the coming months such as creating your CV, organising mock interviews, and helpful research opportunities.

Year 13 students will be collecting their results in August and it is important to remember that there will be doors open for you no matter the outcome. Please ensure you read the process of Results Day (below) carefully as it outlines exactly what to expect and what you will be able to do.

As we approach the summer holidays, I want to thank each and every one of you for your hard work and for the way so many have approached your learning during these different times.

I look forward to welcoming our new Year 13s back in person in the near future as well as seeing our current Year 13 on Results Day. Have a relaxed and restful summer when it arrives, you all deserve it.

Mr Belony

## Leavers 2020

It has been a time of great uncertainty for our Year 13 students, and I want to take this opportunity to commend all 2020 leavers on the mature way they have conducted themselves over the past few months. We are all incredibly proud of the fantastic achievements of all our students.

I want to reassure students and parents that, although the process for awarding grades may be different, the admissions process to confirm students' places will remain broadly similar to previous years. All applicants will be treated fairly and consistently, as they are in any other year.

On A Level results day, the Sixth Form Team, including Mrs Hubble, as well as Mrs Beck, will be available during the whole day to support both parents and students.

Leavers be prepared for August 2020!

We will be giving out the A Level and BTEC results in the **Sixth Form Centre from 8.30am on Thursday 13 August** and students will have access to computers to get onto the UCAS website. A letter will be sent out with further information regarding results.

Over the summer, students should ensure that they keep their details up to date on Track as their university may wish to contact them. Please ensure that addresses, email addresses and phone numbers are correct and we would also encourage students to ensure that they have a note of their Track username, password and Personal ID over the summer. It is especially important that students bring all this information with them on results day, as well as contact details for their Firm and Insurance offers.

### Results Day:

Track will not be available to applicants until 8:00am on 13 August. Applicants are advised not to try to access Track at midnight on 12/13 August—no information will be available until the morning. So get a good night's sleep....!! Hopefully, you will get the exam grades that you need, but if you just miss out, the university may accept you anyway. Possible outcomes are:



## Leavers 2020 - continued

- 1, You are offered a place at your Firm or Insurance choice, depending on exam results.
2. You might be offered an alternative by the university - a “changed course offer” (which you need to accept or decline)
3. You may not get your place, but can search through Clearing for courses which have vacancies. For the first time this year, students looking for a place through clearing will be presented with a personalised list of available courses. 'Clearing Plus' will match unplaced applicants to relevant courses with vacancies. Anyone with a confirmed place on results day who change their mind can also now release themselves into Clearing to see their matches.

For more information go to:

<https://www.ucas.com/undergraduate/results-confirmation-and-clearing/what-clearing#faqs>

<https://www.ucas.com/undergraduate/applying-university/advice-parents-and-guardians/clearing-guide-parents>

Clearing will also still be available in the traditional way. Any places on courses that universities haven't managed to fill are listed on the UCAS website and these can be found via their search tool - where you can browse vacancies according to subject, location or university. The official and up to date Clearing vacancies are published on the UCAS website from 5 July and in *The Telegraph* on 13 August . It is also published in *The Telegraph newspaper just before results day. It is advisable to bring along a copy of The Telegraph on results day for easy reference.*

Be aware that universities will identify spaces 2 – 3 days before this and will generally publish them on their websites. Students should contact universities in the first instance to secure a place in Clearing and then confirm it directly with UCAS. The impact on students collecting results is that if they are unsuccessful in their Firm and Insurance choices they need to dedicate time for the Clearing process and ensure they do not delay in doing so.

Rest assured that should you be in the position of being in Clearing, we will be available to help you through the process.

4. If you have done better than expected and exceeded your conditional Firm offer you might be curious about courses with higher entry requirements. If so, you can use UCAS Adjustment service. Again, support will be available on the day to help you through this process. For more information go to [www.ucas.com/adjustment](http://www.ucas.com/adjustment)

**Extra:** Students who have referred themselves through Extra need to be aware that the final date for referring their application to a university is 5 July 2020.

It is really important that students are in school for Results Day on 13 August. It is much easier to deal with UCAS and universities with the support of the Sixth Form Team and parents, rather than trying to call from somewhere remote! If a student is unavoidably absent, they need to brief the named person they listed on their UCAS application form as “Nominated Access”. Data protection means that UCAS staff, admissions experts and other advisers are unable to talk in depth to unauthorised parties. Once you have secured your place at university, your confirmation letter should appear in Track five to seven days after your place is confirmed (your letter is not e mailed or posted to you). Make sure you check your confirmation letter carefully - it will say if there is anything else that you may need to do.

**Please note that this summer the standard JCQ post-results services such as Access to Scripts, reviews of marking and reviews of moderation will not apply.**

Mrs Beck

Within students' results envelopes there will be a letter from the Sixth Form Team. Please complete the slip at the bottom and return it that day to the box in the Sixth Form Centre or, at the very latest, by **Friday 21 August** to the post box at the front of Reception.

## Year 12 into Year 13

For parents and students, the university and UCAS process may seem a little daunting. Both UCAS and Tring School can provide full support for both!

During the coming months, please look at our separate Futures Newsletter which will be linked to our main newsletter.

### Support for Parents:

The guide below contains everything you need to support your child with their higher education choices:  
[Parent, Guardian and Carer Guide 2020](#)

The UCAS website also has a dedicated Parents' page with lots of useful information. You can sign up for their monthly UCAS newsletter, and access a handy 'parent information tool' to guide you through the application process, so you can stay up-to-date with what your child needs to do and when.

[UCAS advice for parents and guardians](#)

### In school support:

Many of the presentations we have delivered to students can be found on the Sixth Form area of the school website, under 'University advice'. The focus of the COOL sessions throughout the rest of the Summer term and the Autumn term of the next academic year will be on supporting the students with the application process and the writing of their Personal Statements.

### University visits:

More and more universities are offering virtual open/applicant events. Of course, it is always preferable to visit a university in person. However, in the current climate, the next best thing is a virtual open day, which still offers the chance to speak to students/staff and do tours of the institution and city. There are also a variety of virtual taster sessions, webinars and summer schools on offer to help students in their decision making process and get a feel for what is best for them.

We recommend that students attend as many of these online events as possible prior to the summer holiday as, once they return in September, the university process will speed up considerably alongside their A level, BTEC study.

If you are searching for university events the following websites are a good starting point:

UCAS tool – <https://www.ucas.com/ucas/events/find?keywords=events>

[Uni taster days - https://www.unitasterdays.com/search.aspx](https://www.unitasterdays.com/search.aspx)

### [Unibuddy:](#)

Unibuddy is a new online tool that gives students access to students at your preferred university, so you can chat about their first hand experiences:

[Unibuddy tool](#)

### Conservatoires:

Students interested in preparing for professional career in music, theatre or dance could consider studying at a conservatoire. For more information visit <https://www.ucas.com/ucas/conservatoires>.

Students who wish to apply for a music course at a conservatoire have any early October deadline and should see Mrs Beck to discuss this.

### During the summer holidays:

There is plenty that students can be doing over the summer break in order to ensure they are fully prepared for their UCAS applications being sent off.

## Year 12 into 13—continued

Firstly, they should be completing their online application with a view to having 90% completed on their return to school in September. Students started the application form on 17 June within the COOL session, and students can continue to complete and update their applications throughout the summer.

Secondly, students should continue to work on their Personal Statement. We gave guidance on this essential task on 5 June in COOL. The presentation the students received on Personal Statement writing can be found [here](#).

We recommend that students should aim to produce a first draft of their statement before the end of term, which will allow them access to prompt feedback from their teachers, form tutors and myself. Students can also send their draft to Mrs Beck over the summer break for feedback (via email). Mrs Beck will continue to provide feedback until 18 September when she then starts on references and checking applications.

Students can use the next few months to continue researching universities and courses offered using UCAS Course search, Unifrog, and the University websites. Students may also want to research career and apprenticeship opportunities.

The UCAS Career Finder tool allows students to think ahead and research work and training opportunities, including:

- Work experience
- Apprenticeships
- Placement schemes
- Insight and taster days
- Employer-sponsored degrees

Sign up to UCAS Career Finder at <https://careerfinderucas.com>

We will continue to keep students up to date with relevant information and timelines. Parents and students can also sign up for regular updates on the UCAS website: <https://www.ucas.com/get-updates-ucas>

Should you have any questions about the university process please do not hesitate to contact Mrs Cait Beck – UCAS Coordinator [cbeck@tringschool.org](mailto:cbeck@tringschool.org)

## Key UCAS Application Dates

Oxbridge, Medicine, Dentistry, Veterinary and other early applications to be submitted to Mrs Beck, via UCAS, by 27 September 2020 All other applications to be submitted to the Sixth Form Office, via UCAS, by 8 November 2020 as a final deadline.

<b>27 September</b>	Final deadline for UCAS applications to be sent to school for students applying to Oxbridge/Dentistry/Medicine/Veterinary and other early applications (applications to be processed by 15 October)
<b>11 October</b>	2 <sup>nd</sup> deadline for UCAS applications (applications will be processed by 3 Nov)
<b>18 October</b>	3 <sup>rd</sup> deadline for UCAS applications (applications will be processed by 10 Nov)
<b>8 November</b>	Final deadline for UCAS applications (applications will be processed by 24 Nov)

It is worth noting that we check all UCAS applications and references thoroughly; this process can take up to three weeks. Therefore, when a student pays and presses the 'send' button, they are sending it to the Sixth Form Team and need to factor in that it could take up to three weeks for their application to reach UCAS.

We do process all applications as quickly as possible. It is also worth being aware that if any errors are picked up on applications, we cannot change them—we have to send the application back to the student for them to make any amendments and then send it back to us. It is essential that students regularly check both their UCAS account and their email accounts.

**We strongly advise students to book a 'mock interview' with Connexions. These commence from the end of September, running throughout October and are invaluable. Students should see Mrs Griffiths in Connexions along with their Personal Statement/CV to arrange an appointment as soon as possible.** This opportunity is available to all students—both those looking to go to university and all alternative pathways.

If you are able to assist in interviewing students for university or job applications, your help would be greatly appreciated. Please email: [dgriffiths@tringschool.org](mailto:dgriffiths@tringschool.org)

## Careers Route: Careers Support in School—Where, When, Who

Many students decide that they are ready for the workplace following A Levels; we offer a range of support for these students in order to ensure they are aware of the opportunities available to them and well prepared for the application and interview process.

The students who have chosen the Careers and Apprenticeships Path had their first COOL session at the end of last half term. As well as letting Miss Moore, who oversees the Careers Programme in Sixth Form, know about their current career plans, they started to think about the key skills employers are looking for. The students were asked to think about experiences to draw on that would demonstrate their teamwork or leadership skills, how they are excellent communicators and problem solvers - all key competencies that employers will want to see demonstrated. In future COOL sessions and ELD, we will cover application and interview skills, networking, assessment centres, online numeracy and literacy tests, video interviews and CVs as well as looking at where to search for jobs and apprenticeship opportunities.

The support that students need throughout their job search will probably be very individual. Different positions have different application processes, asking for CVs or a specific application form and potentially various group tasks or online tests before candidates are invited to a formal interview. We will try and cover the key skills that are likely to be needed by all but would also really encourage students to be proactive in seeking advice as and when they need it. Miss Moore is always happy to look through CVs, read over applications or help students prepare for interviews. We would also highly encourage all students, whether they have a clear

## Careers Route: Careers Support in School—Where, When, Who

career plan, are thinking about university or apprenticeships or need some help in honing their ideas, to book an interview with our independent Careers Advisor, Sailesh Devani. To do this, they just need to let Miss Moore or Mrs Griffiths know they would like an interview and they will schedule it with Mr Devani.

The Connexions and Sixth Form Teams receive notifications of all sorts of job and apprenticeship opportunities every week - students need to keep an eye on emails and the board outside Connexions to make sure they are getting this information. They can also create alerts on many job websites and the Yougov Apprenticeship site. Although the majority of positions are advertised in the hope of recruiting fairly quickly, there are several several big companies that will advertise Higher Apprenticeships from the start of the year for placements beginning in September. These are definitely designed to fall into line with the UCAS application process and recruit students who might also be considering University.

KPMG's 360° Apprenticeship Programme, for example, offers school leavers the chance to experience the three different areas of the business over three years and work towards a Level 4 qualification. They can then join the same scheme as University graduates to continue their professional qualifications (having been earning a good salary for three years rather than accruing a student debt!).

Things to do now:

Speak to Miss Moore about getting a careers interview with Mr Devani, our independent Careers Advisor.

Start putting together a cracking CV and thinking about your employability skills.

Research opportunities:

[Ratemyapprenticeship](#)

<https://www.gov.uk/apply-apprenticeship>

[Getmyfirstjob](#)

[Notgoingtouni](#)