



# St John's Marlborough

## UCAS Clearing

### Support Guide

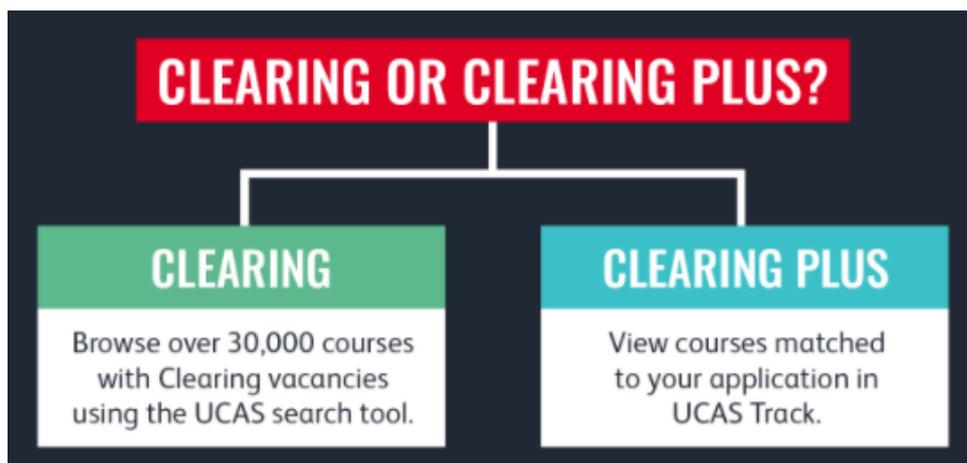


## UCAS Clearing

Clearing is how unis and colleges fill any places they still have on their courses. From 5 July – 19 October, you can apply for a course using Clearing if you're not already holding an offer from a university or college, and the course still has places.

You can use Clearing if:

- you're applying after 30 June
- you didn't receive any offers (or none you wanted to accept)
- you didn't meet the conditions of your offers
- you've paid the multiple-choice application fee of £26
- you've declined your firm place using the 'decline my place' button in UCAS Track



## Clearing Plus

If you find yourself in Clearing this year, UCAS will personally match you to courses you may be interested in, using what they know about you from your application, and what universities and colleges are looking for in a student.

If you're unplaced or have started a new application, a button will appear in UCAS Track – 'My matches'. This will take you to your top 50 course matches. You'll then be able to tell universities and colleges you're 'interested' in their courses. If they still have vacancies and you meet their entry requirements, they may call you.

Don't worry, if you want to apply for something different you can still find courses available in Clearing using our search tool.

# Applying through Clearing

## 1. See what courses are available

Use the search tool to find courses – it's the only official vacancy list, so it's the most up-to-date. If you can't find the course you're looking for:

- consider different subjects – you don't have to stick with your original idea. You could also look at joint honours courses, so you can study a mix of subjects
- keep checking – unis update their course information regularly. You might not find the exact unis/colleges/courses you were looking for – some might be full, but some might get vacancies later on
- check the course details – how is it structured each year? What modules make up each year? What are the entry requirements?

## 2. Talk to any universities or colleges you're interested in

Before you add a Clearing choice in UCAS Track, you need to call the uni and give them your Clearing number (you can find this in UCAS Track), and Personal ID, so they can look up your application.

- Ask if they'd accept you – they might reconsider you (maybe for the same course) even if you applied to them earlier in the year.
- Get informal offers over the phone – maybe from a variety of universities and colleges – then decide which one you want to accept.
- Ask about accommodation options – is there any on-campus?
- Take a look around the campus – if you have the time, it's the best way to see what a university/college is like – most will be happy to meet you and show you around. Alternatively, see if they have a [virtual tour](#) or a [virtual open day](#).

## 3. Add your Clearing choice in UCAS Track

Only add a Clearing choice **once you have permission** from the university or college.

- Click 'Add Clearing choice' and fill in the course details by the date the university/college gave you on the phone.
- This counts as you **definitely accepting the offer**, so if they confirm, it'll show as an acceptance on your 'Choices' page in UCAS Track.
- You can only add one choice at a time, but if the university/college doesn't confirm your place, you'll be able to add another.
- If the university/college confirms your place, find your student accommodation and then make sure you get everything ready to start your studies.

**If you haven't already applied through UCAS**, you first need to register and make a UCAS application. Unlike applying before Clearing, you'll only be able to add a choice after you've submitted your application. UCAS will send you a welcome email, with details of how to access UCAS Track, and your Clearing number.

## UCAS Clearing FAQs

- **How will you know you're in clearing?**

You'll know you're in Clearing if your UCAS Track status says 'You are in Clearing' or 'Clearing has started'. Or you follow the on-screen prompts to decline your firm place, and your UCAS Track status then says 'You are in Clearing' or 'Clearing has started'.

- **Where can you find your Clearing number?**

If you're eligible for Clearing, your Clearing number will be on the welcome page and 'Your choices' section of UCAS Track.

- **You think you're in Clearing, why don't you have a Clearing number yet?**

If UCAS Track doesn't say 'You are in Clearing' or 'Clearing has started' it might just be waiting for your results to update. Get in touch with your firm and insurance universities/colleges if it's taking a while – they might still be considering you, even if your results are a bit lower than required.

- **How much does it cost?**

If you originally only applied for one course for the reduced fee of £20, you'll have to pay an additional £6 to apply through Clearing.

- **When can you use Clearing?**

- It's available July to October each year
- If you already have your exam results but you have no offers, you can use Clearing from July.
- If you had conditional offers but your exam results didn't go to plan, you can use Clearing from results day, when Clearing vacancies will be listed in the [UCAS search tool](#).
- If you're eligible, you can add a **Clearing choice from 14:00 (UK time)** on A level results day (10 August).
- If you are holding a firm unconditional place but have changed your mind, you can [decline your place in UCAS Track](#).

- **Where can you find Clearing vacancies?**

All Clearing vacancies are listed in the UCAS search tool from July. They are updated regularly from the unis until mid-September.

- **How do you add a Clearing choice?**

Go to the 'Your choices' section of UCAS Track and click 'Add Clearing choice.' Then enter the details of the course. Only add a Clearing choice if you've been given permission by a uni.

- **How do you reply to a Clearing offer?**

You don't need to reply to a Clearing offer. Once you add the choice, it's then up to the uni to confirm your place in UCAS Track.

- **You no longer want to go to your firm choice, can you use Clearing?**

Yes. If you change your mind and no longer want to go to your firm choice, you can use the 'decline my place' button in UCAS Track.

- **Why hasn't UCAS Track updated?**

UCAS Track will update once the university makes a decision. If you've met the conditions of your offer, your place will be confirmed soon.

- **Can you swap your firm and insurance choices now you've got your results?**

No, you can't swap your firm and insurance choices. If you met your firm offer but you now want to go to your insurance choice, you need to go through Clearing. You need to check with your insurance choice uni that they can accept you in Clearing.

## Exam Results Helpline

National Careers Service's Exam Results Helpline is available to help young people (and their parents or carers) that are receiving exam results in August. The helpline has professional careers advisers available to provide free, impartial advice and guidance on the different choices available which includes:

- Skills, qualifications and subject choices
- Re-sits and re-marks
- Post-16 and Post-18 options, including gap years and re-sits/re-marks
- Moving away from home
- Vocational learning routes including diplomas, apprenticeships, SVQs and NVQs
- Careers, employment and setting up in business

You can contact the helpline on **0800 100 900** to speak to a professionally qualified careers adviser if you need advice on your next steps. The helpline will be open from 08:00 to 20:00 Monday to Friday and 10:00 to 17:00 on Saturday for two weeks from 9 August to 20 August.

## Mental Health and Wellbeing

Awaiting results can be a time of stress and anxiety. If your results are not what you hoped for, it can be an especially difficult time, but you are not alone, and there is a lot of support available to help you.

- If you're feeling overwhelmed or don't know what your options are, talk to someone at your school or college if possible.
- If you need help with understanding the Clearing process, call UCAS on 0371 468 0468 or drop them a line on social media. They'll talk you through it and answer any questions you have.

There's also lots of information available online to help:

- **Student Minds** is the UK's student mental health charity and has lots of information and resources to help. They've also developed a new online hub called **Student Space** to help you manage the challenges of student life during COVID-19.
- **The Charlie Waller Memorial Trust** has advice and tips to for managing anxiety and stress during results and Clearing.
- **Young Minds** has good advice for young people awaiting their results.

## St John's Staff Contacts:

- Appeals process: Exams Office, Mr D Rogan, [drogan@stjohns.excalibur.org.uk](mailto:drogan@stjohns.excalibur.org.uk)
- UCAS/Clearing: Head of Year 13, Mrs G Joyce, [gjoyce@stjohns.excalibur.org.uk](mailto:gjoyce@stjohns.excalibur.org.uk)