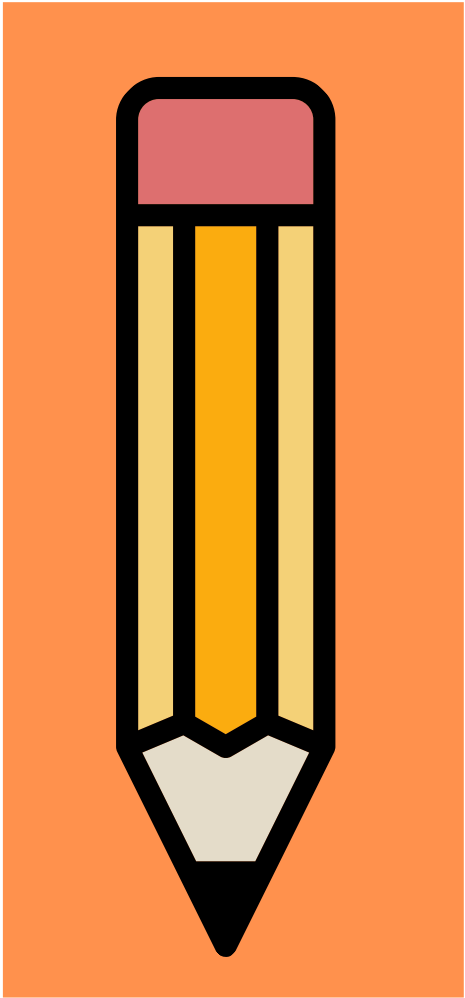




UCAS CLEARING



***JOB
SHOP***

**A PRACTICAL
GUIDE**

Useful information for if you find
yourself in Clearing.



For more information, contact Job Shop -
jobshop@barnsley.ac.uk

STEP 1: RESEARCH

Do your research – see which universities offer the course you are looking to study. Write down the name of the university, the phone number or live chat web address and the exact course name. This will make it easier for you to contact them.

University name:

Phone number:

Live chat web address:

Course name:

University name:

Phone number:

Live chat web address:

Course name:

University name:

Phone number:

Live chat web address:

Course name:

STEP 2: CONTACT

Contact the universities to ask them if they have space on the course. They will ask for your personal details - write them on this sheet so that you have them to hand when asked.

Full name:

Email address:

Home address:

Phone number:

UCAS ID number:

Qualifications

Make a note of all of your qualifications - you'll be asked about these when calling.

Subject

E.g Business Studies

Level

E.g Level 3 / A-level

Grade

E.g DMM

STEP 3: OFFERS

Once you have been offered a place, the university will give you a course code to add to your UCAS Track account.

Write it below so you can remember the code for each course you have reserved a place for. You can hold offers for different universities as your place is only confirmed once you update UCAS Track - so make sure you decide on the right university and course for you.

University:

Course name:

Course code:

University:

Course name:

Course code:

University:

Course name:

Course code:

CLEARING Plus

UCAS have created an addition to Clearing to try to make things a bit quicker for you - Clearing Plus.

They've taken what they know about you, and what they know about the types of students unis are looking for, to suggest some courses you might like. If you express an interest in a course, the university or college can contact you.

However - be aware that this is a shortlist based on their calculations - so it's worth doing your own searching through Clearing too!

Who can use it?

Clearing Plus isn't available for everyone. If you're unsuccessful with your application or are applying for the first time for a place in Clearing, you'll be able to 'view your matches'.

How does the matching work?

First, they look at your original choices you applied for, combined with your qualifications and grades. Universities and colleges have already told them what courses they'd like to make available in Clearing Plus (remember, not all courses are included in your matches), and the entry requirements for them. Then, they analyse what students in Clearing went on to study in previous years.

The UCAS team then matches your profile to each course.

How do I see my matches?

If you're eligible - (you're unsuccessful or applying for the first time) - you will see a button in Track, 'See matches'. Once you click that you'll be able to see a full list of your matches.

If you express an interest in a course, that university or college can contact you. But remember, courses in Clearing fill up quickly, and you may not always receive a call.

So - remember you should also look for courses in Clearing using our search tool.

CLEARING FAQS

How will I know I'm Clearing?

You'll know you're in Clearing if your UCAS 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 status then says 'You are in Clearing' or 'Clearing has started'.

Where can I find my Clearing number?

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

I think I'm in Clearing, why don't I have a Clearing number yet?

If 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 the 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?

The application fee for 2023 applications will be £22.50 for one choice, or £27.00 for two – five choices.

When can I use Clearing?

It's available July to September 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 our search tool. If you're eligible, you can add a Clearing choice from 15:00 (UK time) on A level results day (17th August).

If you are holding a firm unconditional place but have changed your mind, you can decline your place on UCAS.

Where can I find Clearing vacancies?

All Clearing vacancies are listed in our search tool from July. They are updated regularly by the uni until mid-September.

How do I add a Clearing choice?

Go to the 'Your choices' section of UCAS 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 I 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.

I don't want my firm choice, can I 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 on UCAS – find out more.

Why hasn't UCAS updated?

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

Can I swap my firm and insurance choices now I've got my results?

No, you can't swap your firm and insurance choices.

If 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.

For more information:

<https://www.ucas.com/clearing-launch>

Or visit individual university websites

Or speak to someone in the Job Shop - jobshop@barnsley.ac.uk