

Royal Holloway Snapshot Guides

Introduction to the UCAS Process



ROYAL
HOLLOWAY
UNIVERSITY
OF LONDON

1. Search for courses and providers

Start to think about what and where you would like to study. Visit university Open Days and research course content. Taster days are a great way to get a sense of a course and university.

2. Complete application form

Fill out the form on UCAS website. You will start by filling out your 5 choices, your personal details, and educational history. The application fee is £26 for multiple courses and £20 for a single course. You have a maximum of 5 choices. These can be at 5 individual institutions or can include multiple choices at the same institution, e.g.:

Option 1

1. History at Royal Holloway
2. History at Queen Mary
3. History at Kings College London
4. History at Kingston University
5. History at Brunel University

Or

Option 2

1. History at Royal Holloway
2. Ancient History at Royal Holloway
3. Classics at Royal Holloway
4. History at Kingston University
5. History at Brunel University

3. Enter your personal statement and get Teacher Reference completed

You have 4000 characters and 47 lines to convey your enthusiasm for your course choices and discuss your knowledge, skills and experience. You will also need to get your teacher or tutor to fill in their teacher reference to talk about your academic history and context.

4. Wait for decisions

Once you have received all your decisions from universities, you can only select 2 of your offers: a **firm** choice that is your preferred course and **insurance** choice that is typically lower grades.

5. Results Day

On Results Day, your offer will become unconditional if you have met the requirements. If you miss your offer, you may be accepted into your firm choice or you may wish to enter clearing or adjustment to find courses with vacancies.

Key dates

Spring / Summer – UCAS search tool live and Apply opens.

September – Applications can be submitted to UCAS

October – UCAS deadline for Oxbridge, Medicine, Dentistry and Veterinary Medicine.

January – UCAS deadline for most undergraduate courses

February— UCAS Extra opens.

Spring – Deadline to choose your firm and insurance. There are different deadlines depending on when you applied.

July– UCAS Clearing opens.