



Dear Parents/Guardians

24 June 2024

Careers Information – PLEASE READ!

As your daughter's thoughts turn to a well-earned summer rest, there are important points of information, which I wish to bring to your attention, prior to the publication of A' Level results on **Thursday 15 August 2024**.

Before results day your daughter should check relevant university websites for information regarding Applicant help lines and Advice sessions.

UCAS - www.ucas.com

Decisions about Firm (CF) and Insurance (CI) Offers will be posted on student's UCAS Hub. In previous years, some students have known from early morning that they have been accepted or rejected, even before they know their actual grades; this scenario is possible as Universities receive A' Level grades two or three days before Results Day, thereby allowing them to make timely decisions.

In relation to UCAS choices, there are **three** possible outcomes in August:

- (1) **UNCONDITIONAL - ACCEPTED:** Your daughter has met the conditions of her CF offer and does not need to take any further action until she receives confirmation of this decision from UCAS and the University. When your daughter's place has been confirmed, she should accept this place without delay.

Your daughter will only be considered for her CI course if she fails to get accepted for her CF choice.

It is **NOT** a case of choosing either the CF or CI choice in August; if students meet the conditions of their CF offer, universities will expect them to accept their place on this course – it is not possible to choose a CI offer over a CF offer.

A word of caution - many institutions offer students places on alternative courses, which appear similar, yet have lower asking grades, than the course selected as CF or CI. If your daughter has been 'Accepted' please ensure she checks the exact nature of the course offer.

Students, who change their mind in August and no longer want their confirmed course, can **Decline their place** – this will release them into Clearing, and NOT their Insurance Choice.

Further information on Clearing can be found on the next page.

- (2) **UNSUCCESSFUL - REJECTED:** If your daughter is rejected, it is because she **has not met** the conditions of her offer and the University has not been able to exercise any flexibility with respect to the asking grades.

Students who are rejected for both their CF and CI offers, are automatically eligible for Clearing.

- (3) **PENDING:** This normally means a student has narrowly missed the conditions of her offer, which makes her a borderline candidate; unfortunately, it may take the university several days to determine whether they can accommodate additional places, so it is likely to be a waiting game, and your daughter must be patient.

If your daughter is not prepared to wait on a decision, she can move the process forward by withdrawing from the course she is waiting on - this action will release her into Clearing.

Clearing – Students find themselves in this situation if they have **not met** the conditions of their CF or CI offer, or they do not wish to take either offer, and have released themselves into Clearing. Either way, those eligible can commence the search for an alternative course by browsing course vacancies, using the UCAS and university websites.

When a student finds a course through Clearing that she is genuinely interested in, she must contact the university to express an interest in the course and ask to be considered for a place – be sure your daughter has her UCAS Personal ID, her Clearing details and her examination results to hand. If the institution agrees in principle to offer your daughter a place, they will ask her to submit a Clearing Application via her UCAS Hub.

Students must **NOT** add a Course through Clearing until they have discussed their application with the university they are considering.

It is vital your daughter makes a note of the person she was speaking to and their contact number; furthermore, please ensure students quote their UCAS ID number when contacting universities by phone or email.

Students can apply to **only one** course at a time through Clearing and as vacancies disappear quickly, they are advised to be decisive and act quickly.

All applicant enquiries should be directed to UCAS via the Applicant helpline - 0371 468 0 468.

For more information on Clearing, visit:

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

Courses in the Republic of Ireland – www.cao.ie

Round 1 Offers will be available online from 2.00 pm on 28 August 2024.

If your daughter wants her Round One offer, she must accept it by 3.00 pm on 3 September 2024.

Applicants, who don't get a Round 1 Offer, will receive a **Statement of Application** e-mail, confirming their status. If your daughter doesn't get an offer and feels her grades merit one, then she should contact CAO to confirm that the information they have on record is accurate in terms of subjects and grades at GCSE, AS (if relevant), A2 Level and any results of relevant tests i.e. HPAT Ireland. Students must also check that CAO have the results from all exam boards e.g. Edexcel, CCEA, WJEC and AQA.

Contacting CAO can be very difficult in August and September, so students are advised to use the 'Contact Us' facility, available on the CAO website.

In May, students were sent a Statement of Application Record as a final acknowledgement from CAO; this will have enabled your daughter to verify that all Application information was recorded accurately.

Students were advised to notify CAO if there were any errors or omissions - if a student did not receive this Statement, she should contact CAO immediately.

The Change of Mind facility also became available in May; there was no fee for using this facility, which afforded your daughter an opportunity, to register a Change of Course Choice online; the deadline for using this 'Change of Mind' facility is 5 pm, 1 July 2024.

If your daughter submits changes online, and has supplied an email address, an acknowledgement of the changes will be sent to her email address.

Please note that applicants cannot change to a course, which is 'Restricted Entry' – for further details refer to the CAO Handbook, available online, or call CAO in Galway - 00353 91 509800.

St. Mary's Belfast – www.stmarys-belfast.ac.uk

St. Mary's will only make offers for the B.Ed. programmes when A' Level results have been published in August. The College will issue correspondence directly to applicants during the summer, outlining the information students are required to provide in August e.g. Proof of Results.

St. Mary's will require all applicants to confirm their results in August and it is normally the Sunday or Monday after results are published, before offers are made.

Students can track the progress of their application online, via the college website - they will need their Applicant ID Number to do this.

Getting into St. Mary's is a highly competitive process; the grades for the Primary & Secondary teaching courses are likely to be in the region of **AAB – AAA**, depending on the subject area. In preparation for results day, students are advised to have their application details to hand, should they need to contact the Admissions Department.

All admission enquiries should be directed to Admissions – telephone 028 9032 7678

Further & Higher Education Colleges

Belfast Metropolitan – www.belfastmet.ac.uk

North-West Regional College – www.nwrc.ac.uk

South-West College – www.swc.ac.uk

These Colleges usually contact students directly in August if they are in a position to offer them a place on one of their courses.

However, when the results are published in August, students should contact the college to confirm the examination information they have on file is accurate.

This can take time, so applicants are advised to be patient and have their application details and college contact information to hand, at this extremely busy time.

Regional colleges are an excellent '**Plan B**' for many students, as they offer a broad range of Foundation Degree, HND/HNC courses and Higher-Level Apprenticeships.

If your daughter has not already applied to local Colleges, she can Apply via the college website - early application is strongly advised!

For further information, contact:

Belfast Metropolitan – Switchboard - 028 9026 5000.

North-West Regional College, Derry - 028 7127 6000.

South-West College, Omagh Campus – 028 8225 0109.

Student Finance NI (SFNI) – www.studentfinancenl.co.uk

Once your daughter knows the **university/college** she is definitely going to, and the **course** she is doing, she must let SFNI know, if the course or college is different to what she initially indicated on her online Student Finance Application.

The best way to inform SFNI of amendments is to complete a Change of Circumstance (CO1) Form, which can be downloaded from the website; alternatively, students can visit SFNI in person, contact them by phone or make the adjustment online, using their Customer Reference Number (CRN), Password and Secret Answer.

Failure to do this can result in a delay in processing an Application and your daughter may well find herself without any financial support for some time. Students must also let SFNI know if their postal address or bank account details change – refer to the website for further details or contact Student Finance on 028 9598 6000.

Accommodation

All students are responsible for sorting their own living arrangements, irrespective of whether they choose to live in Halls or Private Housing. When selecting accommodation, be sure to use agencies and landlords, who are approved by the University; if you, or your daughter, are unsure about any aspect of Housing or Halls of Residence, contact the Students Union or Accommodation Officers for information, advice and support. From a legal perspective, students are strongly advised not to sign a Tenancy Agreement, without taking time to read it in detail; as a Parent/Guardian, it is also in your best interest to check the ‘Terms and Conditions’ of such agreements. For further information on the Northern Ireland Tenancy Deposit Scheme visit www.tdsnorthernireland.com

If your daughter is required to pay a deposit, advise her to get a digital or paper receipt and never allow young people to attend house viewings on their own. Outlined below are some useful Accommodation websites for students, who plan to remain in Northern Ireland for their undergraduate studies:

www.qub.ac.uk/accommodation www.ulster.ac.uk/accommodation

www.studentroost.co.uk <https://livstudent.com/belfast/> www.123yorkstreet.com/

www.stran.ac.uk/accommodation/ www.stmarys-belfast.ac.uk/college-life/accommodation/

Advice and Guidance

I will be available for individual Careers advice and guidance on the following dates:

Thursday 15 August 2024	9.00 am – 3.30 pm
Friday 16 August 2024	9.00 am – 3.30 pm
Tuesday 20 August 2024	9.00 am – 3.30 pm

Outside these dates and times, all enquiries should be directed to the School’s Office staff, who will contact me on your behalf. Alternatively, send me an email and I will respond to your enquiry as soon as possible. Irrespective of where your daughter’s educational journey takes her, I wish her well and hope that August brings much deserved success and happiness.

Yours sincerely



Mr Jason Wilson – Head of Careers - jwilson602@c2kni.net