



Applying to Higher Education Checklist

*Tick the following activities off as you go along. They **all** need to be completed. Please read through all sections of the Going to Uni section on Moodle from September to September, it is a great information guide to applying for Higher Education!*

- UCAS Account Registration
- Course research completed
- Uni research completed using Unifrog
- Personal statement – draft 1 using Unifrog
- Personal statement – feedback
- Personal statement – amendments*

*Repeat this process as many times as necessary until you and your Progression Coach/the Careers Co-ordinator are happy with it.

- Send application for approval and pay the fee
- Check your e-mail to see if your application has been sent off
- Monitor your UCAS Track account on a regular basis
- Prepare for uni interviews (mock interviews available with the Careers Co-ordinator)
- Attend uni interviews
- Register for student finance account
- Apply for student finance and submit application, send declaration form off
- Parents, guardians or partner (if married or living with partner) to support your student finance application
- Reply to offers by the deadline UCAS have given you
- Results confirmed
- Enrol at university or college

The above will vary slightly if you go into UCAS Extra or Clearing.

IMPORTANT DATES

30 November – Internal College UCAS Deadline, you must send your application for approval and pay the fee by this date.

End of May – need to have completed your student finance application at the latest.

CONTACT DETAILS

Progression Coach name, telephone number and e-mail:

Careers Co-ordinator – Gillian Hales, tel: 0191 518 82 82, gillian.hales@eastdurham.ac.uk