

Confirmation and Clearing toolkit

Class exercises – the answers

The exercises are designed to be flexible, depending on how you run your classes. They are by no means prescriptive, and we anticipate you will want to add your own content to the sessions. Most of the answers to the exercises can be found in the results section at www.ucas.com/examresults. But there are a couple of instances where centre-specific information is required. Feel free to print and copy as many versions of these exercises as you need.

There is a lot of information on our website about every aspect of Confirmation and Clearing. Start with www.ucas.com/examresults and go from there. Helping applicants do up-front research and encouraging them to understand their situation and options puts them in a stronger position for the decisions they need to make this summer.

Finally, we welcome your feedback on all the information and tools we've provided. Did you find them useful? Did the format work for you? Any comments would be gratefully received at ucas.editors@ucas.ac.uk.

Answers to Confirmation exercise

Question 1

Your contact details are up-to-date in Track.

Whether your results will be sent directly to UCAS, or you need to forward them on to your universities or college.

You will be available when you get your results, to make decisions as needed.

Question 2

Student to answer individually.

Question 3

Track.

Question 4.1

You would be eligible for Clearing (see Clearing exercise).

Question 4.2

Accepted at your firm offer place – your insurance offer is no longer relevant and you cannot choose to go there instead.

Question 4.3

You could go to your firm offer place.

You would be eligible to use Adjustment (see Adjustment exercise).

Question 5

Your place also will be confirmed in Track.

Answers to Clearing exercise

Question 1

£11.

Question 2

You had no offers and were therefore entered into Clearing automatically.

You did not meet the conditions of your firm and insurance choice.

You applied after 30 June and were automatically entered into Clearing.

Question 3

Track will say you are in Clearing and you will be given a Clearing Number.

Question 4

Clearing course vacancies will be listed in our search tool on www.ucas.com from 3 July 2017.

Question 5.1

Research your options. Look at the Clearing vacancies to find possible courses that interest you.

Question 5.2

Contact the university to discuss whether they will accept you.

Question 5.3

If the university has agreed to offer you a place and you wish to accept it, click 'Add Clearing choice' and enter details of your choice in Track.

Question 6

Your Clearing Number so the university can confirm you are in Clearing.

Your Personal ID so the university can find your application.

The course code for the vacancy you are interested in.

Details of the subjects you have studied and your results.

A clear understanding of why you want to study that course at that university or college.

Question 7

Your place also will be confirmed in Track.

Answers to Adjustment exercise

Question 1

If your grades meet and exceed all the conditions of your conditional firm offer, you are eligible for Adjustment and will see an option in Track to register.

Question 2

Whilst holding your confirmed place, you can spend time looking for an alternative place at any university or college. It's a chance to reconsider where and what to study.

Question 3

Unlike Clearing, there are no lists. You need to search for possible courses on the UCAS search tool and call the university admissions teams to discuss whether they have a place available.

Question 4

Adjustment is entirely optional and not everyone will want to try to find an alternative place.

There is no guarantee there will be any vacancies on the course you decide you want to be considered for.

Before deciding to use Adjustment, you must also consider non-academic arrangements such as changes to accommodation and student finance.

If you register to use Adjustment, your results will be checked, so ensure you understand what meeting and exceeding the conditions of your firm choice means.

Question 5

The Adjustment process runs from 17 - 31 August 2017. Your individual Adjustment period starts on 17 August or when your conditional (CF) choice changes to unconditional firm (UF), whichever is later. From this time you have a maximum of five calendar days (five 24 hour periods, including Saturdays and Sundays) to register and secure an alternative course, if you decide this is what you want to do.

Question 6.1

Register for Adjustment in Track.

Question 6.2

Contact the university direct to discuss whether they will accept you.

Question 6.3

Wait to see confirmation of your Adjustment place in Track.

Question 7

Your Personal ID.

The course code.

Your qualifications and results.

A clear understanding of why you want to study that course at that university or college.

Question 8

Your Adjustment place also will be confirmed in Track.