

Offer letter

AS3

[title] [initial] [surname]

[addr1]

[addr2]

[addr3]

[addr4]

[postcode]

[country]

Date:[produced]

Personal ID:[personalid]

Scheme Code:[asc]

Please read ALL of this information

Dear [title] [surname]

Congratulations! [institutionname] is offering you a place for [coursetitle], [coursecode]; starting on [startdate], at point of entry [entrypoint].

This offer is subject to your obtaining

[conditions]

When you've heard back from all your choices

If you've now heard from every university or college you applied to, you'll need to make an informed decision about whether to accept this offer. To help you with this, the university or college is required to make information available to you under consumer protection legislation. You can find out more about what this should include on our [website](#). You should read and understand this information before making a decision about accepting an offer, as this is likely to form the terms and conditions of the contract between yourself and the university or college if you enrol onto their course.

Click on the links below to find out what you need to do next to reply to your offers:

- [Types of offer](#)
- [Reply deadline](#)
- [Offers with early start dates](#)
- [Tuition fees for UK and EU students](#)

Changing your mind

When you accept an offer of a place on a course as either your firm or insurance choice, a **contract will be made between you and your chosen university or college**. If you change your mind, you can change your replies but only within **14 days of accepting the offer** and by contacting our Customer Experience Centre on 0371 468 0 468 or +44 330 3330 230 (international)*. After the 14 day period, it may be possible to do this with the permission of the university or college whose offer you have accepted, but you will need to contact them, and us, to arrange this.

We wish you every success with your application. We will contact you again when we receive further decisions from your choices.

Yours sincerely

UCAS

*Standard network rates apply.