

Unsuccessful letter

AS4

[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]

Unfortunately, your application is no longer being considered by [institutionname] for [coursetitle], [coursecode].

[institutionname] may have decided not to offer you a place, or your application may have been withdrawn. Here are the details we have been given:

[conditions]

Decisions about individual applicants are made by individual universities and colleges. UCAS does not hold any further information about why you have been unsuccessful in this application.

If you would like feedback about this decision, you should contact [institutionname] directly. Please note that in order to comply with data protection legislation, they may not be able to discuss this with anyone else other than you.

If you've now had responses from everywhere you applied to, and haven't received any offers, please read the following information to find out more about your options:

- [adding more choices](#)
- [Extra](#)
- [Clearing](#)

If you are waiting for decisions from other universities and colleges we will be in contact with you again soon.

We wish you every success with your application.

Yours sincerely

UCAS

If you have any questions, please [contact us](#) via twitter.com/ucas_online or through our Facebook page www.facebook.com/ucasonline.