

**Invitation**

**AS3A**

[title] [initial] [surname]

[addr1]

[addr2]

[addr3]

[addr4]

[postcode]

[country]

Date:[produced]

Personal ID:[personalid]

Scheme Code:[asc]

**Re: [coursetitle], [coursecode]; starting in [startdate] with entry point [entrypoint]**

Dear [title] [surname]

To reach a final decision on your application [institutionname] requires you to do **one** of the following:

- attend an interview or audition
- submit a portfolio or other piece of work
- complete an admissions test

**If you're not sure which of these you are required to do, please contact the university or college as soon as possible.**

**Date of interview or audition, or deadline for submission of portfolio or piece of work:** [interview\_date]

**Interview or audition time** (if specified): [interview\_time]

**Comments** (if any): [conditions]

**If these details are unclear, please contact the university or college concerned.**

The next thing you need to do is respond using Track, to accept the date (and time) or decline and request an alternative date.

If you're required to bring a portfolio or piece of work with you to your interview, you will be informed by the university or college.

To discuss or change any dates or details, you need to indicate this in Track and contact [institutionname] directly.

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

Yours sincerely

UCAS