

## How we're communicating....

**Email** – In the last fortnight we have emailed:

1. Everyone who had started but not submitted an application for UCAS Teacher Training. We were emailing them to make them aware of what they need to do in order to finish and submit their application to us. The emails are segmented into four different groups:

- **those who have completed their application and received both references** – they just need to pay and send their application
- **those who are awaiting one reference** – we provided information on how they can chase their outstanding reference
- **those who are awaiting both references** – we provided information on how they could request references
- **who haven't taken any action since they registered for an application** – we can an overview of how they can start their application, with links to information on what they should include

**UCAS Teacher Training** [View online](#) | [Unsubscribe](#)

**Your UCAS Teacher Training application is almost complete, but you've not yet paid and sent it to us.**

You should have received an email from us when your last reference was submitted, asking you to pay for and send your application. You still need to do this.

The fee is £19 – it's the same regardless of how many choices you make.

If it's been a while since you added your choices to your application, we suggest you contact the training providers you're applying to, to check if they still have places. But don't wait until the last minute as places are filling up. If they don't have places, use our [search tool](#) to find other programmes – there are over 10,000 to choose from so you can be flexible with your choices. Also, before you send your application, we suggest you check your [personal statement](#), as you won't have an opportunity to change it later.

2. All applicants who are eligible to use Apply 2 to make them aware of the service and to give advice about how they can [add an Apply 2 choice](#). There are three different emails that we send to people based on how long they've been eligible to use Apply 2:

- The [first email](#) is sent to applicants within a month of them entering Apply 2.
- The [second email](#) is sent to applicants if they don't use the service after a month.
- Applicants are then sent a [third and final email](#) to remind them the service is available.

**Social media** – we're continuing to drive learners to our social media accounts, where we're providing application based advice. We are also continuing with our online campaigns across Adwords, Facebook and Twitter.

**Our information pack** - Over 20,000 learners have now signed up for our [UCAS Teacher Training information pack](#). The aim of the pack is to provide information to learners who are navigating their way through the application process. If you wish you can [sign up for your own](#).