



UCAS 2015

UCAS 2015 TRAINING DAY

- **How to register**
- **How to search for courses**
- **The Personal Statement**

UCAS 2015



WWW.UCAS.COM

UCAS APPLY



Not sure where to go?

Find the information you're looking for in a few simple clicks.

[Get started here >](#)



Are you ready to search for courses or training?

[Search for courses >](#)

Check different subjects, application routes and course details.

Apply or track your application

[Apply or track >](#)

Start or continue your application, or track your progress.



Click on
Apply to
start the
process

Apply and track your application

Choose the right type of application

Please note we have four different types of application, so make sure you choose and log in to the right one.

You can only send one application in any scheme, even if it's for a deferred place. Further applications will be cancelled without refund.

If you're not sure what you'd like to study, please [explore your options](#) here.

UCAS Undergraduate

Apply for undergraduate courses:

- apart from undergraduate performing arts which you apply for below
- for operational reasons this route also includes MA courses in social work, nursing and medicine



Apply or track >

Advisers login >

UCAS Teacher Training

Apply for postgraduate teacher training programmes:

- run by universities and colleges, or schools offering School Direct programmes
- however if you're looking for teacher training at undergraduate level, please use the undergraduate route instead



Apply or track >

Click on
Undergraduate

UCAS APPLY



Apply and track your application

Choose the right type of application

Click the relevant tab below to apply for the type of course you're interested in.

If you're an adviser at a UCAS centre, use the Apply for advisers tab to manage applications.

The screenshot shows the UCAS Apply website interface. At the top, there are five tabs: 'Undergraduate' (highlighted in red), 'Performing arts', 'Postgraduate', 'Teacher training', and 'UCAS advisers'. Below the tabs, the main content area is titled 'Apply for an undergraduate course through UCAS'. It is divided into two columns. The left column is titled '1 - Fill in an application' and contains the text: 'This is where you can start, continue or send off a completed application for undergraduate courses that start in 2014, (or 2015 if you defer your entry).' Below this text is a button labeled 'Apply for 2014 courses' with a right-pointing arrow. The right column is titled '2 - Track your progress' and contains the text: 'After you've sent your completed application to us and waited for university and college decisions, it's here you can see and reply to interview invitations and offers.' Below this text is a button labeled 'Track your application' with a right-pointing arrow. A blue arrow points from the text below to the 'Apply for 2014 courses' button.

Click on
'Apply for
2015
courses'

REGISTERING



The screenshot shows the UCAS 2012 registration and login page in a Windows Internet Explorer browser. The page title is 'Register and log in - Windows Internet Explorer' and the URL is 'https://apply2.ucas.com/appreg2012/SecurityServlet'. The page features the UCAS logo and '2012 apply' branding. On the left, there is a navigation menu with links for 'What is Apply?', 'Guided tour', 'Help', and a language dropdown set to 'English'. Below this is a 'Key' section with a 'Help' link. The main content area is titled 'Register and log in' and includes a breadcrumb trail 'Home > Register and log in'. There are two main sections: 'Log in' and 'Register'. The 'Log in' section has a warning: 'If you have already registered, please enter your username and password below to log in. You must enter your username in lower case and your password in the same case you used to register.' It contains input fields for 'Username' and 'Password', a 'log in' button, and a 'Forgotten login?' link. The 'Register' section has a warning: 'If you have not registered for 2012 entry, please click the 'register' button to use this service. You only need to register once.' and a 'register' button. At the bottom, there is a footer with 'Version 5.0.6', 'About us | Terms & conditions | Privacy statement', and 'Copyright © UCAS'. Two black arrows point from the text below to the 'register' and 'log in' buttons.

You will need to Register ONCE (the first time you use UCAS). Follow the on screen instructions

After you have registered you MUST only use the Log In with the username issued and the password you created

REGISTERING



Register: Security - Windows Internet Explorer
https://apply2.ucas.com/appreg2012/SecurityServlet

File Edit View Favorites Tools Help

UCAS Contact us | [Help](#) | [Print page](#)

2012 apply Register: Security

Home > Register

Progress

Please enter a password and choose 4 unique security questions together with their appropriate answers. Please do not choose passwords or answers which might cause offence.

Compulsory fields are marked with an asterisk (*).

Your password must be between 6 and 14 characters and must contain at least 1 number and 1 letter. Please make a note of your password now, as it will not be displayed at a later stage.

Password* ?

Confirm password* ?

It is important that you can remember the answers to your security questions and that they cannot be easily guessed by others. If you lose or forget your password you will be asked one or more of these security questions in order to identify you.

Security question 1* ?

Your answer* ?

Security question 2* ?

Your answer* ?

Security question 3* ?

Your answer* ?

Security question 4* ?

Your answer* ?

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When creating your password
Use something sensible
(ie Middle name and
NUMBER)
It MUST contain a number

REGISTERING



Register: Personal details - Windows Internet Explorer
https://apply2.ucas.com/appreg2012/SecurityServlet

File Edit View Favorites Tools Help

apply 2012 Register: Personal details

Home > Register

Progress

Compulsory fields are marked with an asterisk (*).

Postal address* Birmingham Road
Alcester
Warwickshire
B49 5ED
change address ?

Home telephone number ?

Mobile number ?

Email address ?

Confirm email address ?

General and sales information:

From time to time the UCAS Group of Companies may send you general information by post, email or SMS, such as (without limitation), information relating to health issues; or career information which is relevant to your chosen subjects.

In addition, and from time to time, the UCAS Group of Companies would also like to send you sales or promotional information ("sales information") about (without limitation):

1. products and services which may be of interest to you
2. specific funding and sponsorship opportunities.

Please tick the relevant boxes below to let us know whether you would like to receive general and sales information by electronic means or by post. **Whether or not you choose to receive general and sales information will not affect your application.**

Sales information may include information sent by the UCAS Group of Companies on behalf of carefully selected and trustworthy third parties. Please note that except as set out in our [privacy policy](#) or [data protection statement](#), your details will not be released to any third party.

I want to receive sales information by email and/or by text message to my mobile phone

I do not want to receive sales information by post

You may opt out of receiving general and sales information once you have submitted your application by logging into Track and selecting Personal details.

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Internet | Protected Mode: On 100%

Start Internet Explorer SIMS SIMS

AM 11:42 13/06/2011

Your email address is seen by all admissions tutors –
MAKE IT SENSIBLE!

REGISTERING



A screenshot of a web browser window showing the UCAS 2012 registration success page. The browser title is 'Register: Success - Windows Internet Explorer' and the address bar shows 'https://apply2.ucas.com/appreg2012/SecurityServlet'. The page header includes the UCAS logo and navigation links for 'Contact us', 'Help', and 'Print page'. The main content area features a large '2012 apply' graphic and a 'Register: Success' message. A progress bar is shown with the text 'Home > Register' and 'Progress'. The user's username is displayed as 'mmouse12', with a warning: 'Please make a note of your username now, as it will not be displayed at a later stage.' Below this, instructions state: 'Keep your username and password safe as you will need both each time you access your application.' A confirmation message reads: 'Your registration has been successful. If you wish you may now enter the Apply service or come back another time. If necessary, you can change any of your registration details once you have entered Apply.' At the bottom of the main content area, there are two red buttons: 'log in now' and 'go to UCAS homepage'. The footer contains links for 'About us', 'Terms & conditions', and 'Privacy statement', along with the copyright notice 'Copyright © UCAS'. On the left side of the page, there is a sidebar with a 'Key' section containing a 'Help' link, and a list of links: 'What is Apply?', 'Guided tour', 'Help', and 'Options/Opsiynau'.

This is the final screen for Registration

Write down your username as it is issued automatically We CANNOT generate this again Write down your password you will forget it !

UCAS APPLY



Initial UCAS questions: How are you applying? - Windows Internet Explorer

https://apply2.ucas.com/ucasapply2012/SecurityServlet?functionname=login&passkey=ef2c57f4f523b441b8ca5a795ba186ab

File Edit View Favorites Tools Help

UCAS Contact us | [Help](#) | Print page

2012 apply Initial UCAS questions: How are you applying? <Log out

Initial UCAS questions

What is Apply?
Guided tour
Help
Options/Opssynau

Key
Help

How are you applying?*

Through my school/college ?

Through a careers organisation ?

Through another organisation ?

As an individual ?

[next](#)

About us | Terms & conditions | Privacy statement

You are applying through School/college

It will ask for confirmation of Stratford upon Avon School and ask for your Tutor Group

UCAS APPLY



Initial UCAS questions: Buzzword - Windows Internet Explorer
https://apply2.ucas.com/ucasapply2012/PostRegistrationServlet;jsessionid=2c0e55ccb2dd2a10f7133a4e55f285cf3cb5c31ea9f0e2fc23f9b3e0a98f1a2.e38Qc

File Edit View Favorites Tools Help

UCAS [Contact us](#) | [Help](#) | [Print page](#)

2012 apply Initial UCAS questions: How are you applying? [< Log out](#)

Initial UCAS questions

- What is Apply?
- Guided tour
- Help
- Options/Opstynau

Key [? Help](#)

Buzzword* [?](#)

You need to enter your buzzword on this page. If you do not know the buzzword, your tutor or careers adviser will give this to you. You will only need to enter your buzzword at this stage and then it will no longer be needed.

(Buzzwords are case sensitive and should be entered exactly as supplied.)

Your buzzword should have been given to you by your tutor or careers adviser. It is very important as it helps us establish which organisation you are applying from. It also allows your referee to attach your reference and to send your application to us once all parts of the application, including the reference, are complete.

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The school BUZZWORD is

SuAS2014

UCAS APPLY



UCAS

Contact us | [Help](#) | Print page

2012 apply

[< Log out](#)

Welcome

Welcome	
Personal details	<input type="checkbox"/>
Choices	<input type="checkbox"/>
Education	<input type="checkbox"/>
Employment	<input type="checkbox"/>
Statement	<input type="checkbox"/>
View all details	<input type="checkbox"/>
Pay/Send	<input type="checkbox"/>
Help	
Options/Opsiynau	

Welcome

Welcome Minnie,

Your Personal ID is: **107-942-3053**.

Please make a note of this number and keep it handy. You will need to quote this number if you call our Customer Service Unit.

Before starting your application, please read through the relevant information below regarding:

- [completing your application](#)
- [applicants applying through a school, college or organisation](#)
- [applicants applying as an individual](#)
- [deadlines for submitting your application](#).

Key

- | | |
|-------------------------------------|-------------|
| <input checked="" type="checkbox"/> | Completed |
| <input type="checkbox"/> | In progress |

UCAS APPLY



Welcome	
Personal details	<input type="checkbox"/>
Choices	<input type="checkbox"/>
Education	<input type="checkbox"/>
Employment	<input type="checkbox"/>
Statement	<input type="checkbox"/>
View all details	<input type="checkbox"/>
Pay/Send	<input type="checkbox"/>
Help	
Options/Opsiynau	

This will ask for Name, address, telephone email, nationality
Ignore the Reference Section and Passport (unless your main address is OUTSIDE the uk)
Student support – this is for your loans etc – 02 and then county where you live.

This is for your choices (max of 5) can be in any order

Firstly – Enter that your highest qualification is below degree level
Then enter all schools that you have qualifications for (GCSE and A levels)

Then enter qualifications against the appropriate school.
GCSE's, AS (Advanced Subsidiary New) and A2 (Advanced Level)
There is a short basic list – this can be expanded if what you need isn't shown

This is for up to 5 employers – only use if relevant

This is your opportunity to 'sell yourself' to admission tutors. There will be more on this later

When finished check the whole form– you can print it and bring to office to check if you wish

You can only pay/send your form when ALL earlier sections are finished.
You need to mark each section 'Complete' which will put a ✓ in the box.

When all boxes are ✓ the Pay/Send option is available. At this point you will need to pay for your application by credit/debit card. The fee for 2014 is £23 for 5 options and £12 for 1 option. Once you have paid, your form will be sent to the school for the reference to be attached, We will then forward it to UCAS.