

UCAS

ESSENTIAL UCAS FOR ADVISERS

Becka Horsley
Customer Success Partner
(International Advisers)



WHAT IS UCAS



WHAT IS UCAS

- The UK's shared admissions service for UG Higher Education
- An independent, not-for profit organisation
- 380+ members that provide higher education (**140 of these members recruit international students**)
- Support 750,000 applicants annually, with around 1 in 5 from overseas
- More than 7,000 Registered Centres, almost half of these outside the UK
- Provides impartial, transparent information on UK university and college admission
- Does not make admission decisions



BENEFITS OF USING UCAS



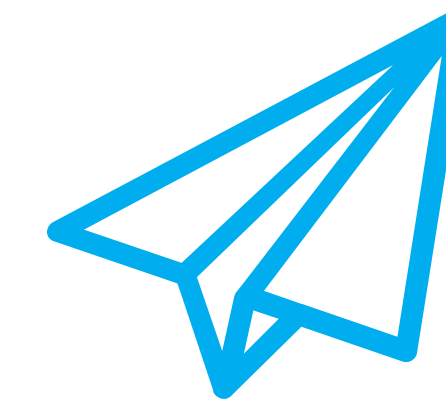
Free resources
for you and your
students



Trusted experts



Dedicated
support team



Save time (up to
5 applications in
one)



Fair and
transparent
decisions

WHAT IS A UCAS REGISTERED CENTRE

A way to have full oversight of your applications

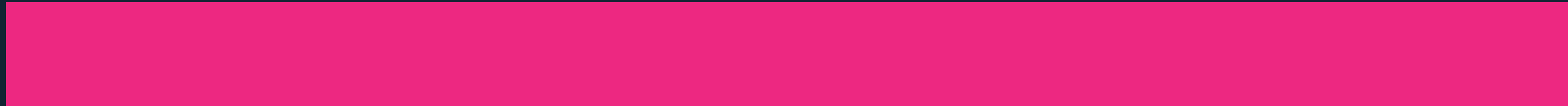
A way to access enhanced training and professional development

A way to see reports on your students, and their applications

Completely free!

Become a [UCAS Registered Centre](#)

RESEARCH AND THE UCAS HUB



Favourite courses

List

Grid

ⓘ You can shortlist up to 5 courses



Animal Bioscience and Management

University Centre Askham Bryan

BSc (Hons) · 3 Years · Full-time · York · 2025

UCAS Tariff: 84 points

↔ Add to Shortlist



Accounting and Finance

University of Plymouth

No option selected, please visit the [course details](#) page to review and favourite the available options.

UCAS Tariff: N/A

↔ Add to Shortlist



3D Animation and Visualisation

Glasgow Caledonian University

BSc (Hons) · 4 Years · Full-time · Glasgow · 2026

UCAS Tariff: N/A

↔ Add to Shortlist



Accountancy and Business Law

University of Stirling

BAcc (Hon) · 4 Years · Full-time · Stirling · 2026

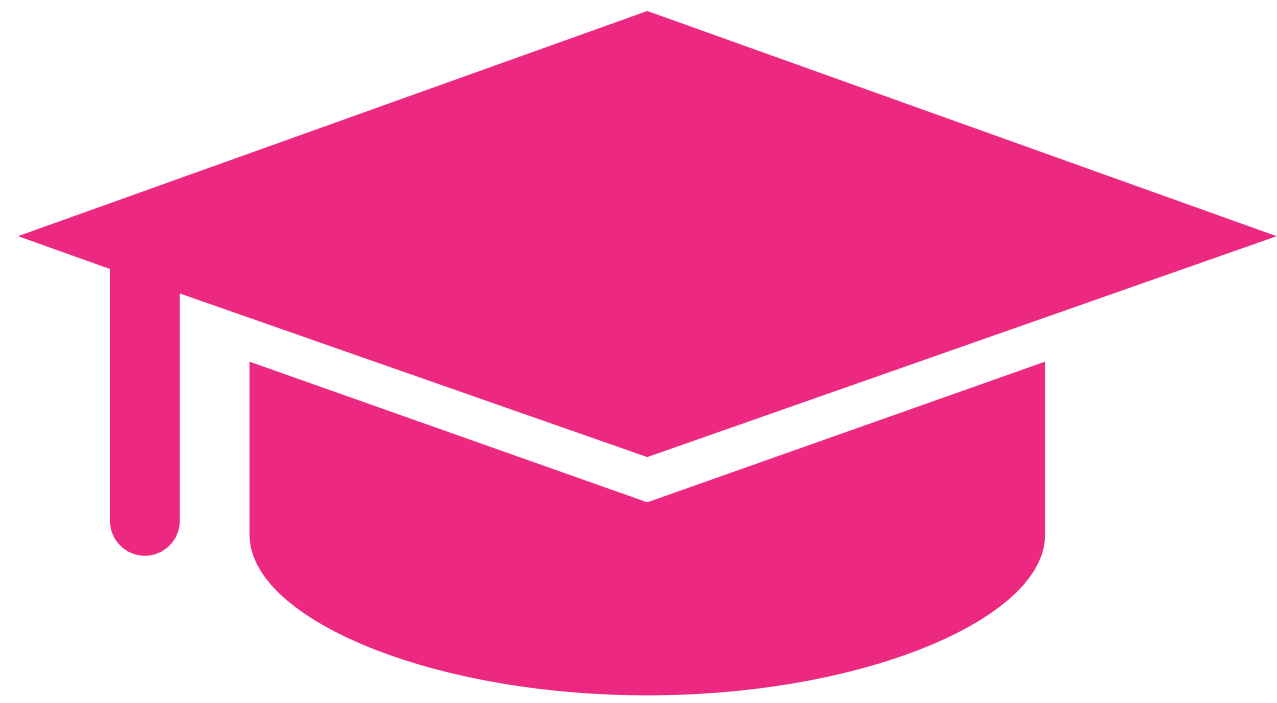
UCAS Tariff: N/A

↔ Add to Shortlist



Close

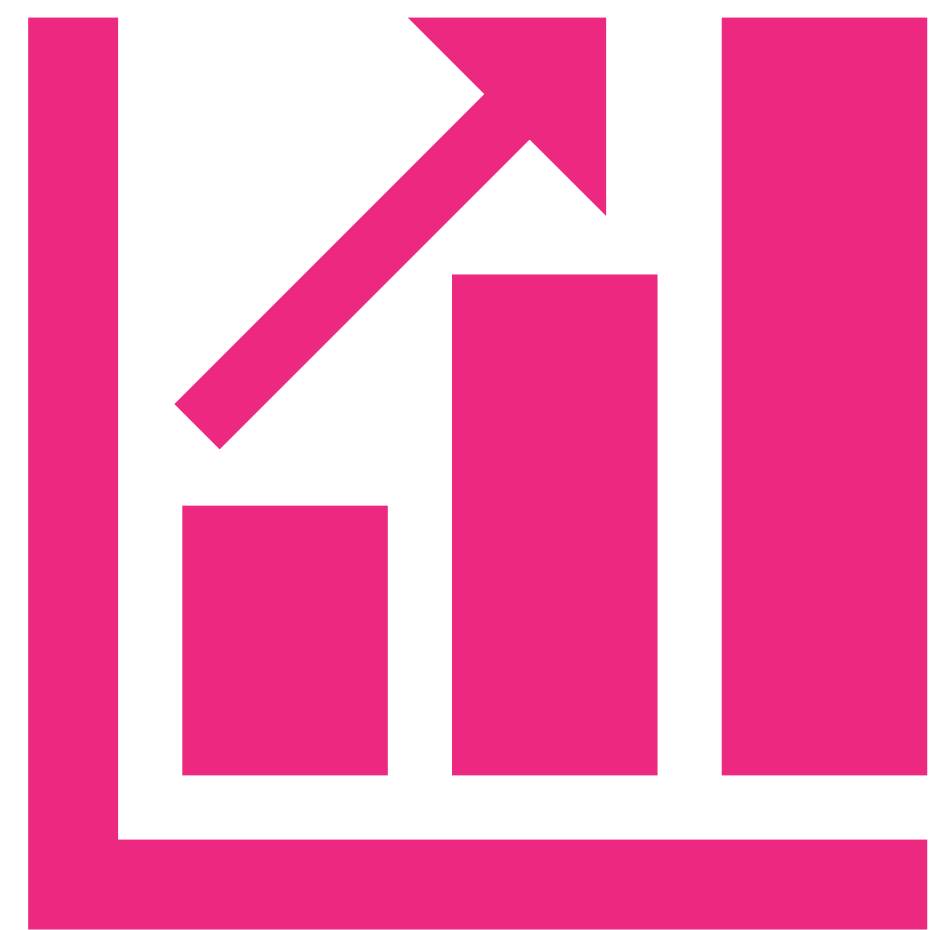
BEST FIT



- Course content and learning style
- Entry requirements
- Assessment style



- Location
- Accommodation
- Social activities



- Rankings
- Career prospects



- Costs
- Available funding (scholarships)

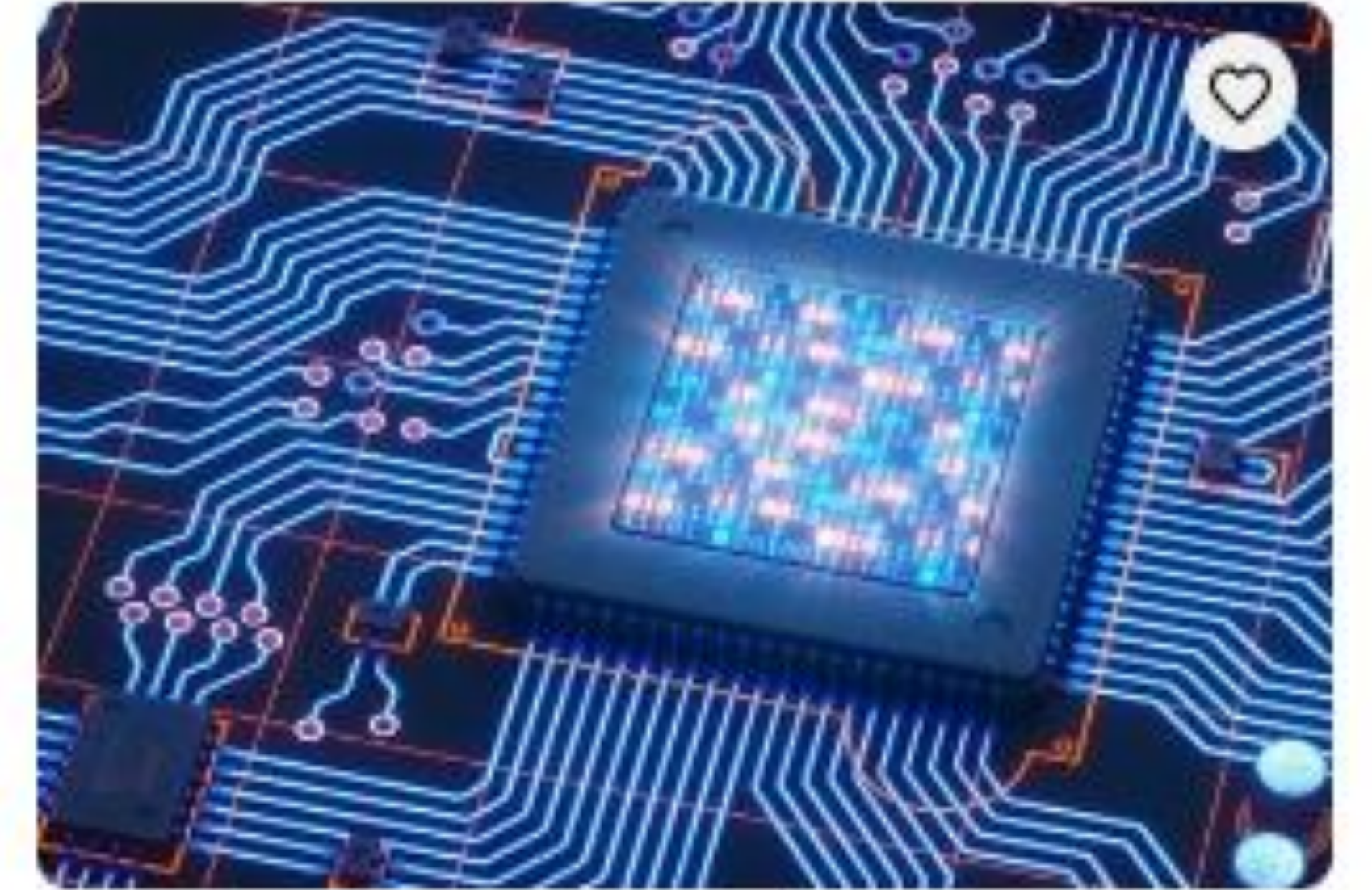
SUBJECT GUIDES



Business and management studies



Computer science



Engineering and technology

SUBJECT TASTERS ON THE HUB

AVAILABLE ON DEMAND

Lighting your way to a future in **Social Media**

Social Media Content Creation with Georgiana Ghetiu
University of Salford

Quick start Learn more

AVAILABLE ON DEMAND

ESPORTS BUSINESS MANAGEMENT
A WHOLE NEW CAREER AT YOUR FINGERTIPS

Esports Business Management with Iain Earle
University of Salford

Quick start Learn more

AVAILABLE ON DEMAND

CAN **ROBOTS** THINK FOR THEMSELVES?

BSc (Hons) Computer Science with Dr Christoph Salge
University of Hertfordshire

Quick start Learn more

AVAILABLE ON DEMAND

VISUAL STORYTELLING
THE MAGIC OF THE MOVIES

Film & Photography with Nicholas Glean
University of Sunderland

Quick start Learn more

AVAILABLE ON DEMAND

WHAT IS THE IMPACT OF **CONTEMPORARY** ARTISTS IN SOCIETY?

Art & Design with Dr Suzy O'Hara
University of Sunderland

Quick start Learn more

AVAILABLE ON DEMAND

CLIMATE CHANGE
THE IMPACT ON WOMEN IN THE GLOBAL SOUTH

International Relations with Professor Tamsin Bradley
University of Portsmouth

Quick start Learn more

AVAILABLE ON DEMAND

CANCER:
THE FIGHT AGAINST OUR ULTIMATE CHALLENGE

Biomedical Science with Dr Gavin Bowen-Metcalf
Anglia Ruskin University

Quick start Learn more

AVAILABLE ON DEMAND

DECODING SOCIAL MEDIA:
An Exploration of Programming and Platforms

BSc (Hons) Computer Science with Dr Razvan-Ioan Dinita
Anglia Ruskin University

Quick start Learn more

LOCATION GUIDES



Bangor
Region Guide



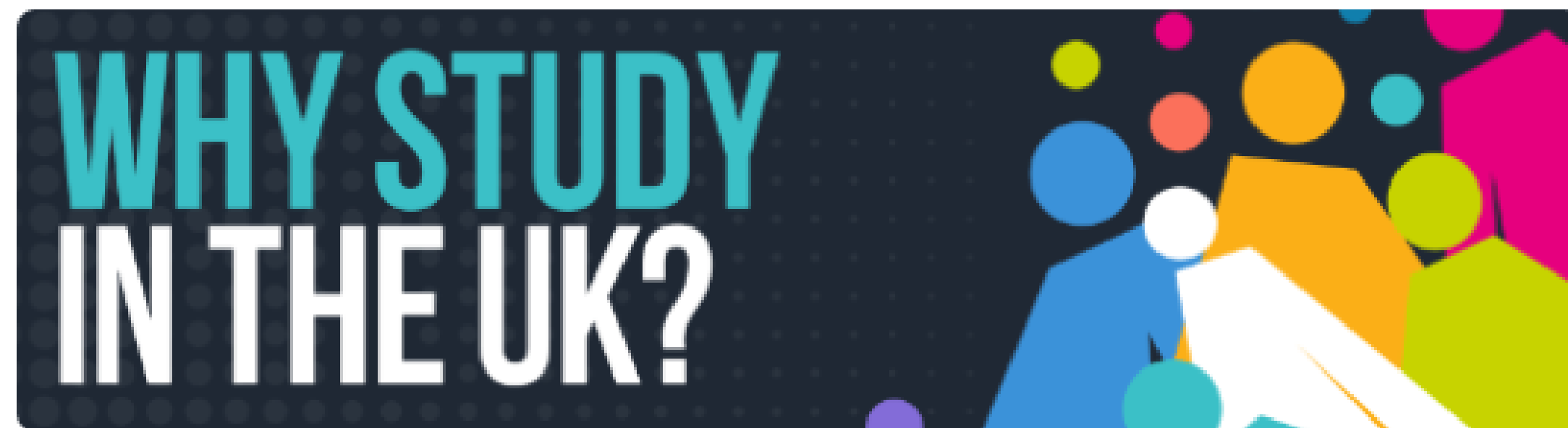
East Midlands
Region Guide



Northern Ireland
Region Guide

PODCASTS

EPISODES



[Why study in the UK?](#)

Join Robbie with guests Catriona McCarthy and Anastasia Guseva to discuss the realities of choosing the UK as a study destination. Here we discuss what the UK has to offer, the options available, and what it all looks like once you're done.



[Student life in the UK](#)

Join Robbie and students Malcom Kazimil and Arya Nur Güneş to find out what it's really like to study in the UK. Discover helpful tips about the application process, finding accommodation, and how to make the most of your time here.



[Scholarships and budgeting](#)

Robbie is joined by Catriona McCarthy and Arya Nur Güneş to discuss all things finance. This includes how to budget effectively, what payments you're expected to make, and a brief overview of scholarships and how to find them.



[International alumni: Opportunities and options](#)

Noeleen Hammond Jones and Adora Wong join Robbie for a chat about alumni and post-university options. Discover what kind of options are available after graduation, how you find these opportunities, and where can you get support?

Available on:

- Amazon Music
- Apple
- Audible
- Deezer
- Jiosaavn
- Spotify
- YouTube

SCHOLARSHIPS SEARCH TOOL

Search

Scholarships, bursaries & grants



Hub



For you



Favourites



What to do



Where to go



Search



Search for items



Not all scholarships, bursaries, and grants are on UCAS.com. Check directly with your chosen university for all available options. [Learn more](#)

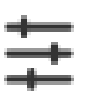


< [Search All](#) | 821 results | Page 1 of 42

Sort by: Relevance ▼

Grid

List



All filters

Level of study ▼

University or College ▼

Domicile ▼



Reset filters

TALK TO A REAL STUDENT



Javon
Durham
University
BA Combined
Honours in
Social
Sciences
(LMV0)

Hiya! I'm Javon :)
Originally from Hong...

Chat with Javon

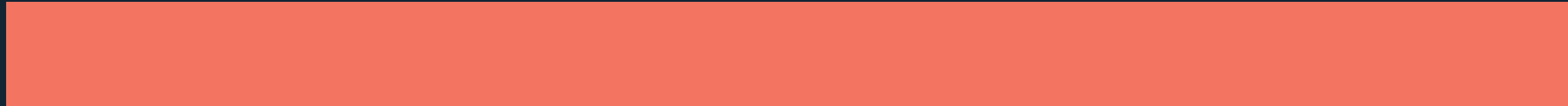


Chloe
King's College
London
Health, Life
and
Biosciences

Heyy I'm Chloe, a
current 2nd year Sport...

Chat with Chloe

DATES, DEADLINES & THE APPLICATION PROCESS



KEY DATES 2027 ENTRY



TIP: Many courses, especially those with October deadlines will need admissions/additional tests. We recommend starting researching this with your student early!

* 18.00 UK time

COMPLETING THE UCAS APPLICATION



DISCOVERY

Students register for a UCAS Hub account to carry out research



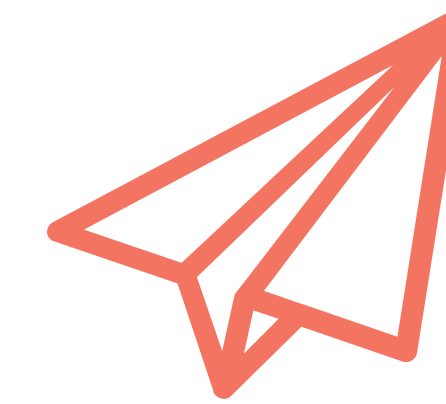
APPLICATION

Complete all sections of the application



REVIEW

An adviser reviews the application and adds a reference and predicted grades



SEND

Applications are sent to UCAS



DECISIONS

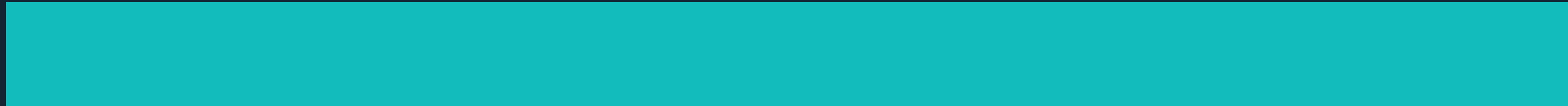
Universities and colleges make their decisions on an application.

TIP: Remember to set your own internal deadlines

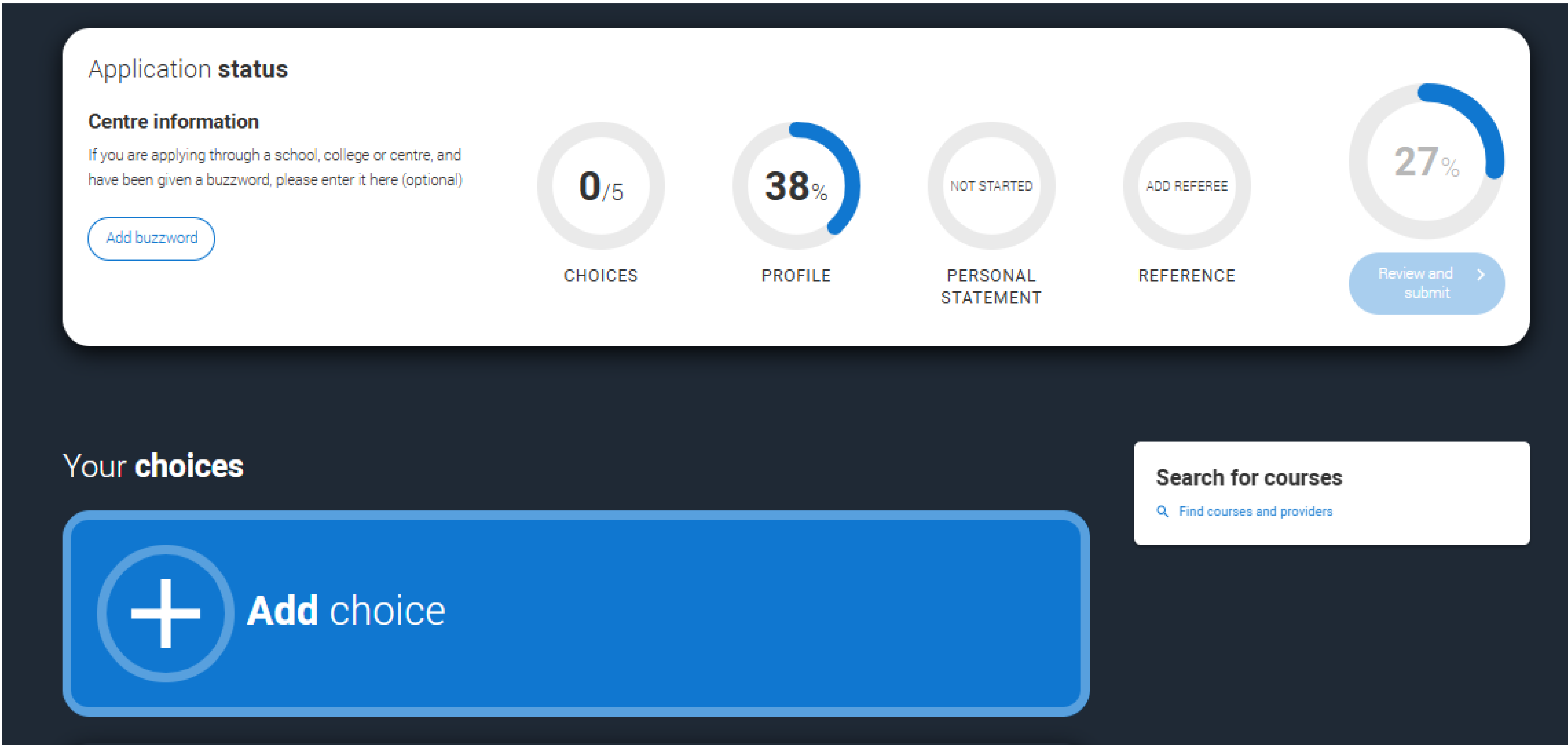
FACTORS FOR SUCCESS



THE APPLICATION FORM



THE APPLICATION



TOP TIP

Spread the five choices across a range of entry requirements.

APPLICATION FORM OVERVIEW

Profile

Personal details Name, age, title and gender ✓ Section complete	Nationality details Birthplace and nationalities ✓ Section complete	Where you live Tell us about your address history ○ Section in progress
Contact details Address, email and telephone ○ Section in progress	Supporting information So that providers know how to support you during your studies ✓ Section complete	Finance & funding Tell us how you'll fund your study Start this section

COMPLETING SECTIONS

Sections will show one of three options

Green - 'Section complete'

Blue – 'Section in progress'

White – 'Section not started'

PERSONAL DETAILS

TOP TIP

Make sure the name matches the legal ID documents and the one on the qualification.

Title *

Ms ▼

First and middle name(s) *

Make sure your name is as it appears on any official documents, such as your passport, birth certificate or driving licence.

Rebecca

Last name *

Make sure your name is as it appears on any official documents, such as your passport, birth certificate or driving licence.

Horsley

Previous name(s)

Tell us any other names you've been known by (for example maiden name), as it helps when we're matching educational records.

Preferred first name

Let us know what we, and your chosen universities and colleges, should call you in our correspondence.

Becka

NATIONALITY

If a student does not have UK nationality they will be asked additional questions about their immigration and visa history.

List all nationalities as this informs their fee status, language requirements and need for a visa.

What is your country of birth? *

For the purpose of this question the UK includes the Channel Islands and the Isle of Man.

United Kingdom

What is your nationality? *

Please tell us the nationality shown on your passport (or on your National ID if you don't have a passport). You can add two nationalities to your application. Please list the nationality in the passport you'll be using to study in the UK first.

Turkish

Dual nationality

If you haven't already, it is important to tell us about any UK or Irish nationality you may have.

Do you have settled or pre-settled status in the UK? *

Pre-settled status is a grant of limited leave to remain for five years.

☐ Yes ☐ No

Will you need a student visa to study in the UK? *

☐ Yes ☐ No ☐ Don't know

Have you previously studied on a student or Tier 4 visa in the UK? *

It is important to tell the university or college about any previous study on a UK visa, so that they understand whether your proposed study is of a lower, same, or higher level than any previous study in the UK.

☐ Yes ☐ No

What is your current UK visa or immigration status? *

Please select the first one that applies to you. Your university or college will ask you for evidence of your visa or status.

WHERE YOU LIVE

TOP TIP

When completing residential history, make sure to say why the student was living there.

Where you live

We need to collect the addresses where you have been living since 1 September 2023. By giving us this information, universities and colleges can determine where you have been living for the three years prior to your course.

If you split your time between two addresses, for example, your parents live apart, please tell us about the address you spend the most time at.

The addresses in this section will not be used to contact you. You can add your postal address in the contact details section.

[↩ Add new current address](#)

Address 1 (Current address)
 Dates you lived here: **03/2024 - Present**
 Apartment,
 Country: **Bahrain**
 Reason: **Temporary for work**

... More

[Add Previous address](#)

You need to add 6 more months

CONTACT DETAILS

TOP TIP

If the applicant would like a family member, teacher or somebody else to speak to UCAS on their behalf, include their details here.

Make sure the applicant will still have access to the email after graduation.

Nominated access

Do you want someone else to be able to act, or speak on your behalf, about your application? e.g. A parent, teacher, other relative or guardian. If you are using an agent, you can choose to enter their details.

You're able to enter details of someone you're happy to help manage your application - this is called nominated access.

☒ Yes ☐ No

Full name of nominee *

The first and last name of your nominee. They will be asked this information when speaking to UCAS on your behalf.

Mr C Horsley

Relationship to you *

How you know your nominee. They will be asked this information when speaking to UCAS on your behalf.

Father

FINANCE AND FUNDING

TOP TIP

This section is not
legally binding!

What will be your main source of funding for your studies? *

Select an option from the drop-down list to tell us how you expect to pay for your tuition fees. Most applicants from the UK, Channel Islands, Isle of Man, and those eligible EU students under the EU Settlement Scheme will be in the category UK, CHI, IoM, or EU student finance.

This guidance has been created based on [eligibility advice](#) from the Student Loans Company, and you should give your answer as guided. Universities and colleges are aware that EU applicants will be selecting the UK, CHI, IoM or EU student finance option.

If you require additional guidance, we recommend contacting [the UK Council for International Student Affairs](#).

Private finance

☒ Mark this section as complete *

You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

Save this section

MORE ABOUT YOU

TOP TIP

This section **does not** inform decision making, it is used to ensure appropriate support is in place for student success.

Tell us about any circumstances you might need support for during your studies. We want to reassure you that this information is confidential and will **not** negatively impact your application.

Information will be shared with those involved in supporting you – not all universities and colleges offer the same support, so it is a good idea to contact them directly to ask any questions before you apply.

We may also use this information (anonymously) for monitoring purposes to inform and improve support for future students.

Every year, over 60,000 students with a physical and/or mental health condition, long-term illness, or learning difference apply through UCAS to study at a university or college in the UK, and access a range of support available to help with their studies, day-to-day activities, travel, or lifestyle. Would you consider yourself as living with any of the following: *

APPLICATION FORM OVERVIEW

Experience

Education

Qualifications and periods of study

Section in progress

Employment

Recent and relevant employment

Start this section

Personal Statement & References

Personal statement

Why do you want to study this subject?

Start this section

References

Provide details of your referee. This section will complete once your chosen referee completes your reference online.

Reference status

Referee details added

Start this section

Education section is where most errors are made.

The personal statement is the section that takes the longest.

EDUCATION SECTION

TOP TIP

List all qualifications, including those they haven't yet completed.

Make sure the exam board and syllabus is correct.

If in doubt speak to the school exams officer.

Add place of education

Add all secondary/high schools, colleges and universities where you have studied or are studying now. Start typing the name of the place of education you want to add, and scroll to find and select it from the list.

Name of the school, college, or university *

High School Hong Kong

Address line 1

City/Town *

Hong Kong

Country *

Hong Kong



EMPLOYMENT SECTION

TOP TIP

This is for paid employment – volunteering can be mentioned in the personal statement.

Employment

Please give the details of your most recent employers.

UCAS

Customer Success Partner

Company/organisation address Rosehill

Start date 09/2022

Finish date

Was/is your position full time or part time? Full time

... More



Add employment

DOCUMENT UPLOADS – KEY FACTS

1

Available from May 2026 for all applicants to 2027 cycle

2

Optional – this is supplementary to further support the application

3

- Change of Name
- Qualifications including language tests
- Visas and passports

4

Your advice to students does not change

5

Maximum of 30 documents per application (file size max 5MB)

6

UCAS has restricted access to the documents and will delete uploaded documents at the End of Cycle

ADMISSIONS TESTS

TOP TIP

If the applicant registered for the test but hasn't got results yet, they can add it in the education section and mark grade as 'pending'

They should then send the results to the provider once received

Spanish and Turkish (RTK6)

University of Oxford (033)

Location: Christ Church

Start date: 04 October 2026

Further details: *Not provided*

Point of entry: 1st year

Deferred entry: No

Live at home while studying: No

INFO

! You may need to take an admissions test

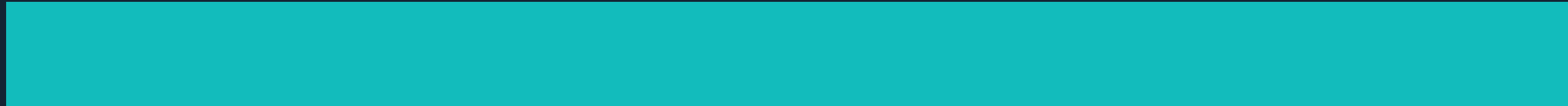
As part of the application process for this course you may need to sit the following admissions tests: (MLAT)

! There may be an assessment

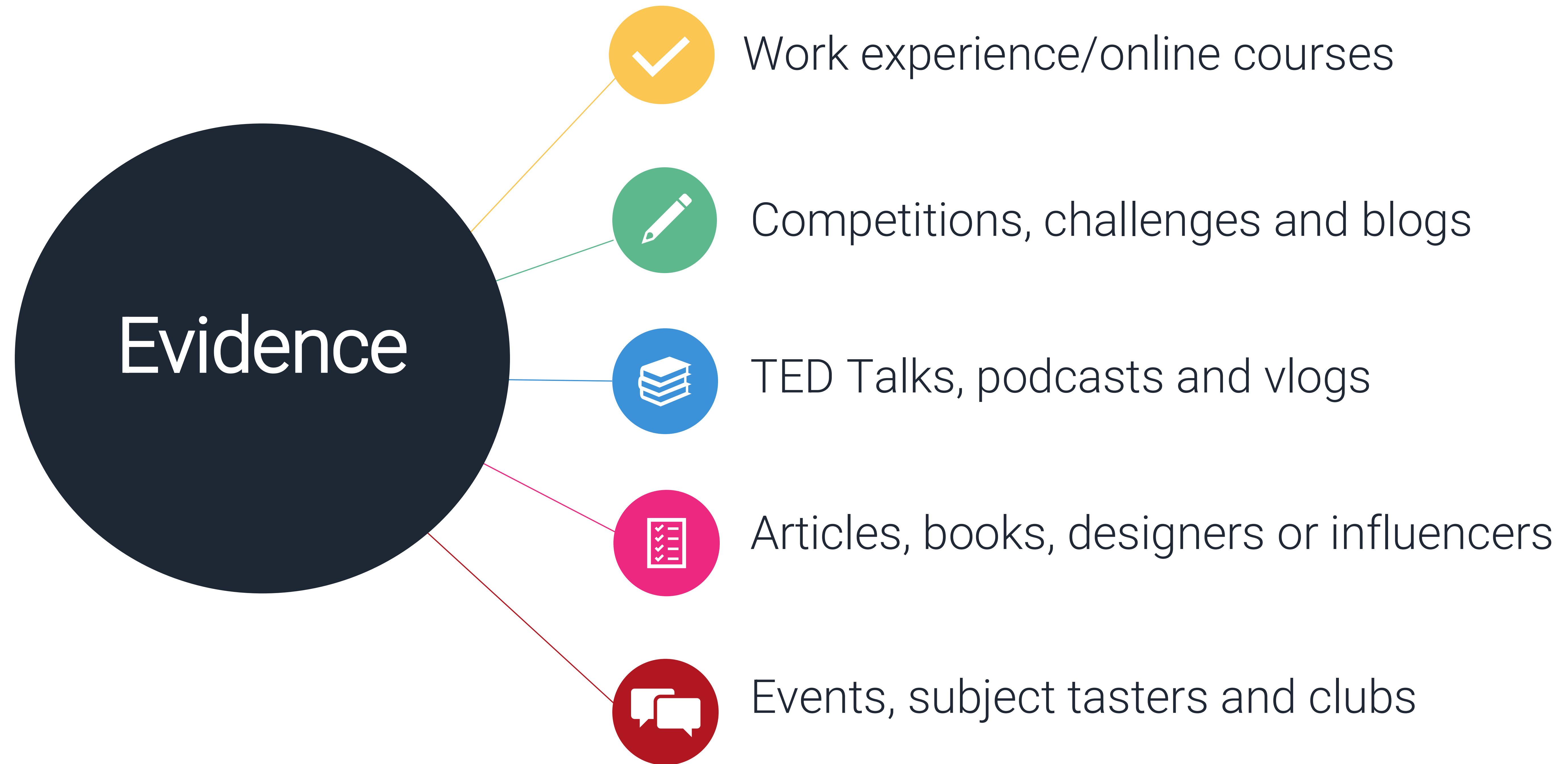
You may be required to attend an interview or audition or provide a portfolio, essay or other piece of work to help the course tutor decide if you're suitable for this course.

...

THE PERSONAL STATEMENT



STARTING EARLY



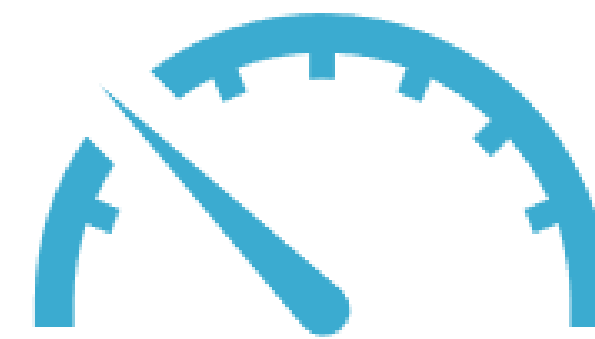
THE NEW FORMAT



Format & structure

Move from one long piece of text to a scaffolded approach.

Three sections with question prompts.



Character Count

4000 total character count remains; includes spaces.

Minimum character count of 350 per section.



Support & advice

Clear links to guidance in the application for students.

Ongoing support ahead of the 2026 entry cycle going live.

QUESTIONS

1

Why do you want to study this course or subject?

2

How have your qualifications and studies helped you to prepare for this course or subject?

3

What else have you done to prepare outside of education, and why are these experiences useful?

THINK FAR AND WIDE

Webinars	Blogs & Vlogs	Positions of responsibility	Research projects	Mentoring
Virtual Work Experience (VWE)	Documentary	Awards	Books	Tutoring
Articles	Podcasts	Challenges	Trips/visits	Online courses
Clubs	TED Talks	Life experiences	Olympiads	Competitions



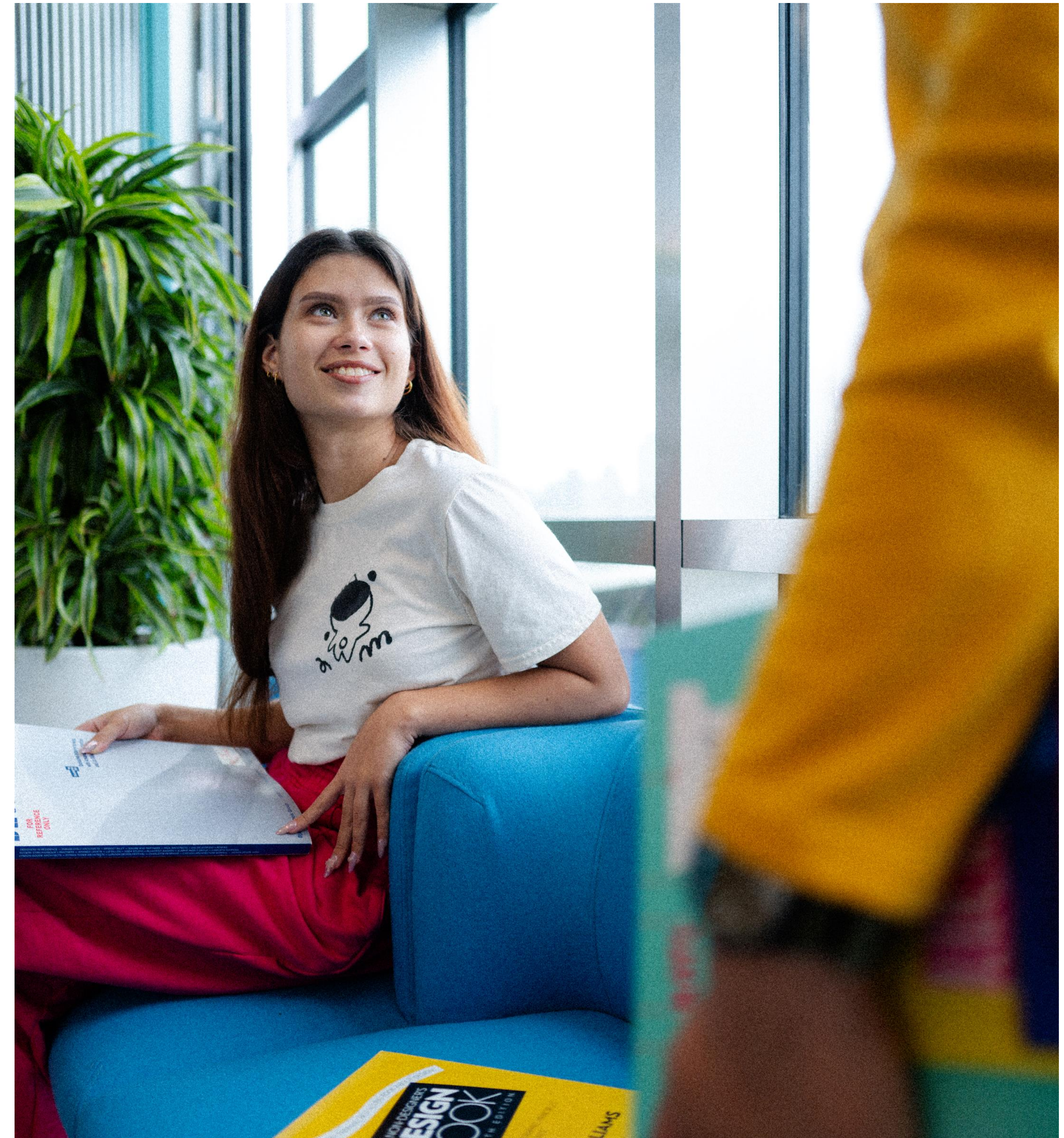
POINT
EVIDENCE
EXPLAIN
LINK

SIMILARITY DETECTION AND AI

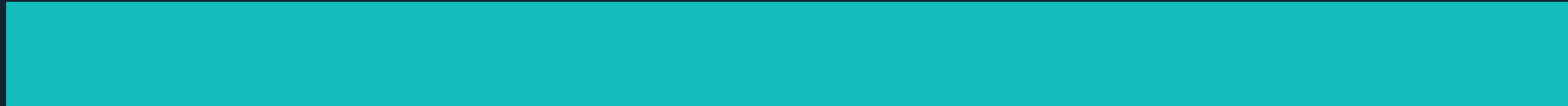
- Personal statements are checked against:
- A library of personal statements previously submitted to UCAS
- Sample statements collected from a variety of websites
- Other sources, including paper publications

See our [fraud and similarity](#) information

See our [AI guidance](#)



REFERENCES AND PREDICTED GRADES



REFERENCE FORMATTING

1

All references must be written in English

2

There is no formatting possible within the reference e.g. bullet points, underlining

3

The focus should be on short factual sentences

REFERENCES

```
graph TD; A[REFERENCES] --> B[Linked to a Registered Centre?]; A --> C[Independent Applicants]; B --> D[Centre to complete reference in the adviser portal]; C --> E[Enter the details of a referee, and they will receive the request via email.];
```

Linked to a Registered Centre?

Centre to complete reference in the adviser portal

Independent Applicants

Enter the details of a referee, and they will receive the request via email.

REFERENCES



Section 1 (REGISTERED CENTRE): Enter a general statement about your school/college or centre (mandatory).



Section 2 (RC & INDEPENDENT) : If applicable, enter any information about extenuating circumstances which may have impacted the applicant's education and achievement.



Section 1 (INDEPENDENT) : Provide an overview of your relationship with the applicant (mandatory).



Section 3 (RC & INDEPENDENT) : Outline other supportive information specific to the applicant and relevant to the course(s) applied for that you think universities/colleges should be aware of.

PREDICTED GRADES

1

Entered for all pending qualifications

2

Determined by professional judgement

3

Aspirational but achievable

4

Data driven

5

Finalised by point of submission

6

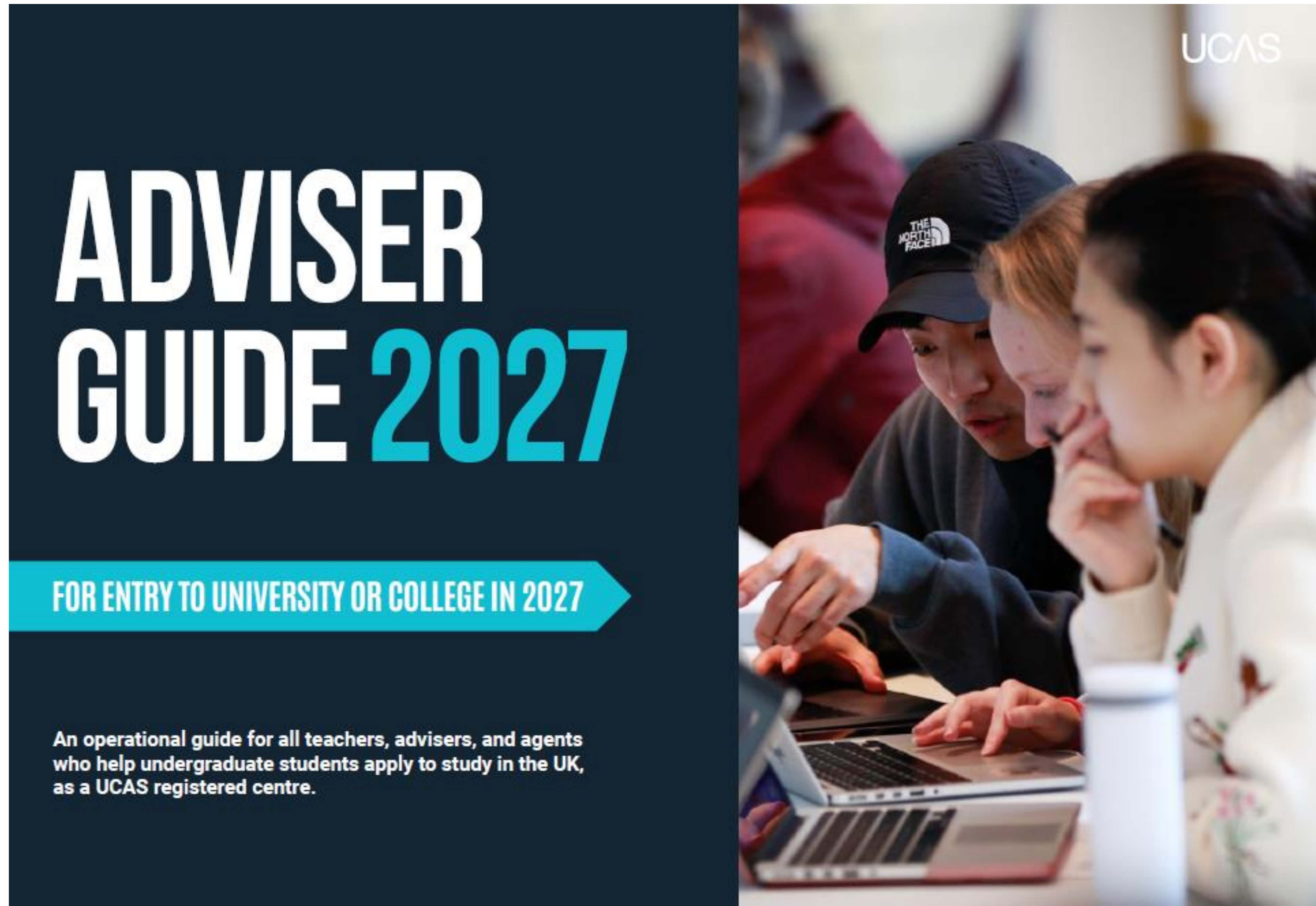
Guidance [here](#)

ADVISER RESOURCES



ADVISER GUIDE

UCAS



QUALIFICATIONS GUIDE



GUIDE FOR PARENTS

UCAS

PARENT, GUARDIAN AND CARER GUIDE 2027

Everything you need to support your child with their higher education choices





6

INTERNATIONAL STUDENT FINANCE

If you're unsure if your child is eligible for home or international fees, discuss this with the university or college. International student fees vary, so make sure you check this carefully if you think that your child will be in this category. Most universities will take payment in lump sums throughout the year, but if you need to pay in instalments, check with them about payment plans. You can also visit the [UKCISA](#) website for free support.

Living costs

Living costs vary between cities – most universities will have a general budget calculator on their website so you can get a feel for this.

If your child needs a visa, there is a minimum monthly amount you must show you have in your bank account for 'maintenance' (on top of tuition fees) – find out more at [www.gov.uk/student-visa/money](#). There is also a charge for:

- ▶ visa fees: [www.gov.uk/student-visa](#)
- ▶ the immigration health surcharge: [www.gov.uk/healthcare-immigration-application/how-much-pay](#)

Working

International students can work to support themselves while studying, but they need to make sure they adhere to the UKVI guidelines about maximum hours – information about this will be clearly provided with the student visa documentation.

Be aware that for some courses, such as medicine, students are unlikely to have time to regularly work part-time as well as study and attend placements.

Loans and sponsorship

Some countries offer an official education loan system – such as FAFSA in the USA, or sponsorship options, such as the Saudi Cultural Bursary. These can often be used overseas, including in UK universities. Certain funding options can only be used for selected universities or courses, so check with the organisation providing the sponsorship/loan before deciding on where to apply. There may also be conditions attached, such as returning to work in the country issuing the loan in a specific industry for a set period of time.

Other countries have private loans specifically for the purposes of education available through banks.

Please check the terms and conditions of any loan, as some may have specific conditions linked to academic performance.

Scholarships and bursaries

Scholarships and bursaries may be available for international students and are normally applied as a tuition discount. Check terms and conditions carefully, as sometimes there are conditions such as becoming an ambassador for the university, or being featured in promotional materials. There may also be requirements for the student to maintain a certain level of academic performance.

Find information about this on the university websites directly. There may also be regional scholarships offered by national bodies in your country, so search online as well.

Discover what financial options there are, how UK banking works, and about scholarships and bursaries at [ucas.com/financial-information-international-students](#).

ACCOMMODATION FOR INTERNATIONAL STUDENTS

Some universities have dedicated international halls or guaranteed accommodation places for international students, but this varies so check directly if your child is interested in this.

If you have family in the city where your child is going to study, they could consider living with them. Research transport options to ensure your child is able to get to their classes on time!

Most private accommodation providers require a financial guarantor based in the UK. If you don't have someone who can do this, there are companies that can do this for your child.

Top tips for arriving and the first few days

- ▶ Make sure your child's phone either has international data or is unlocked to take a UK sim card so they can contact you. Many phone companies offer special international data rates, or you can consider using a WiFi based service.
- ▶ If you plan to transfer money to your child, research good international transfer rates – your child can also check this when they set up their UK bank account. International students can usually only set up a student bank account in person once they've arrived in the UK, as the bank needs to see ID documents and a letter from their university.
- ▶ Many universities will offer an affordable 'starter pack' for international students with basic bedding and kitchen items that can be left for them in their accommodation.
- ▶ Bring relevant adaptors for electronics – UK plug sockets are type G.
- ▶ It's very important your child brings original copies of the documents used to gain entry onto the course (e.g. their exam certificates and language qualification) as the university needs to verify these at enrolment – they can't accept photocopies.
- ▶ Check the UK climate compared to your own country, although we would recommend buying bulky items after your child arrives. It's usually easier to find the right clothes in the UK, as shops sell clothes designed for our weather. Also make sure your child understands the clothing size conversions.
- ▶ Make sure your child knows where they can go on campus for certain things, such as health services,

the international office, and visa team. It's also good to know where the students' union is, for support on getting involved in activities and making friends!

- ▶ Speak to your child about the importance of turning up to any enrolment activities on their timetable (and all classes), as attendance is reported to the UKVI (UK Visas and Immigration service) as part of the agreement in issuing the visa.

Find more information and advice at [ucas.com/accommodation-international-students](#).



ONLINE RESOURCES

- 1 [Adviser lives](#) (also available on online playback)
- 2 Adviser [newsletters](#)
- 3 Dedicated international adviser [webpages](#)

- 4 Conferences and webinars
- 5 Dedicated adviser help team
- 6 Free [online learning](#) for Registered Centres

QUESTIONS

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