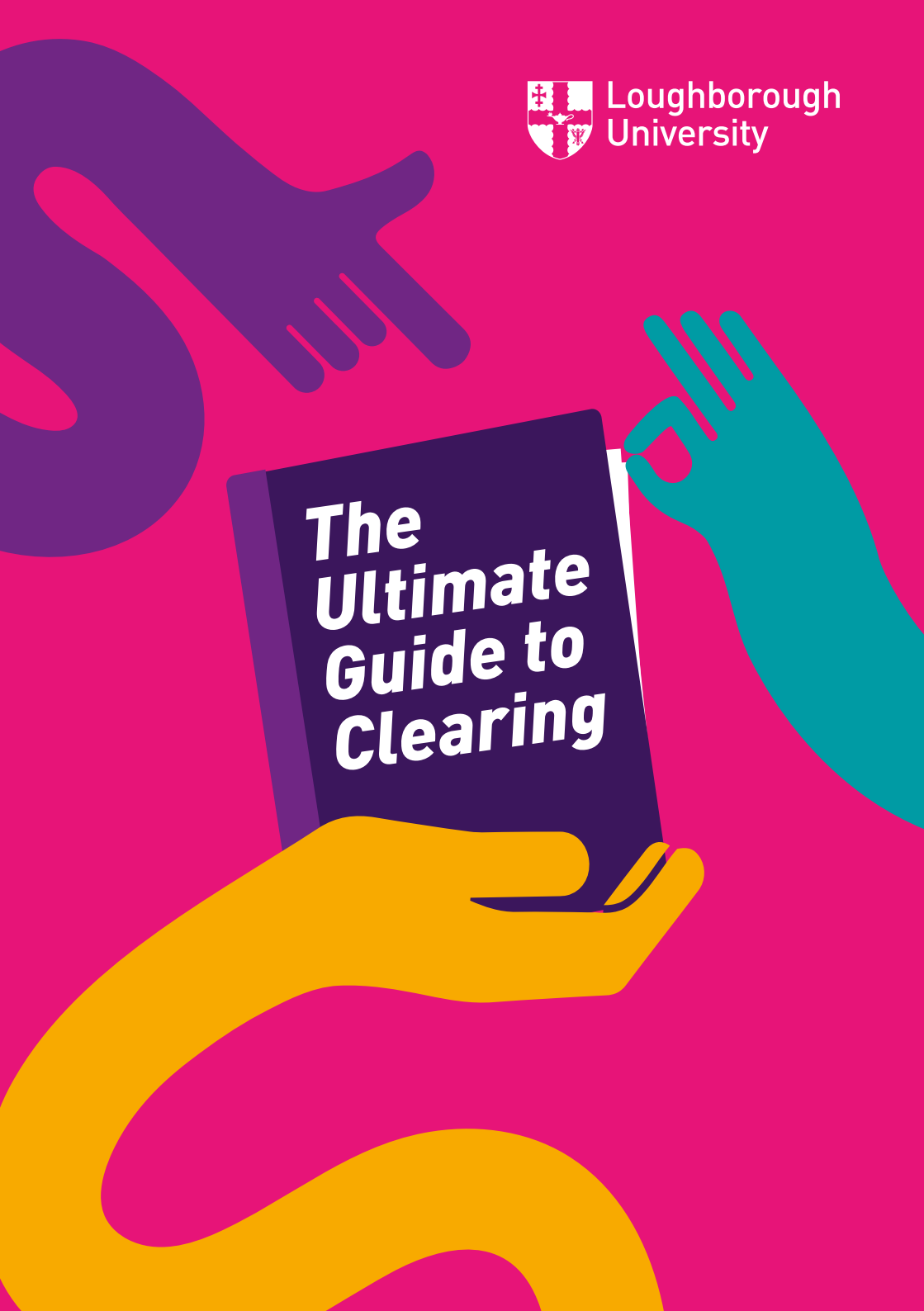




Loughborough
University

The background features three stylized hands in purple, teal, and yellow. The purple hand is at the top left, the teal hand is on the right, and the yellow hand is at the bottom, all holding a dark blue book. The book's cover has the title 'The Ultimate Guide to Clearing' in white text.

**The
Ultimate
Guide to
Clearing**

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Introduction

Welcome to Loughborough University's Ultimate Guide to Clearing. We know what a stressful time results day can be for students and their support network, so to help alleviate some of this stress, we have pulled together this comprehensive guide about Clearing. We want to make sure that regardless of your outcome on results day, you are well informed on the process and know what you need to do to secure a place at university if you decide to apply through Clearing.



A level results day

Before we get onto Clearing, let's talk about A level results day. We understand what a nerve-wracking day it can be and regardless of the outcome, you may find yourself in a position you hadn't considered before.

You may have been unsuccessful at your firm or insurance choice, or been accepted but just had a change of heart and are now re-evaluating your options. It is important you know what A level results day involves, so that you can act quickly and decisively, whatever situation you may find yourself in.

Take a look at our 'what do I need to do if...?' flow diagrams to help you assess the best way forward for you.

Remember, UCAS or universities can only confirm if you have secured a place. You will need to get your results from your school or college.

If you are due to receive results for a qualification other than A levels, or perhaps already have your results, you'll still find much of the information in our guide useful! You can also visit our website - just scan the QR code below. Remember, if you already have your results you can get in touch about Clearing now.

Ahead of results day:

- Find out from your school/college how you can collect your results from them. This may be online or in person.
- Have all of your UCAS information in one place (fill it in on page 16), so you are ready to log on in the morning.
- If you are away on results day, make sure you have access to a phone so you can contact universities if you need to. You'll also need to arrange with your school/college how you will be able to receive your results.



What is Clearing?

Clearing allows students to apply for university courses where there are still places available. Each university approaches Clearing slightly differently. Some will open for early Clearing, and others won't open for Clearing until A level results day. Therefore, it's important to do your research in advance.

Who can use Clearing?

You can apply through Clearing if you...

- ...didn't receive any offers
- ...declined the offers you received, perhaps because you changed your mind.
- ...didn't meet your offer conditions at your firm and insurance choices
- ...applied after the deadline and were automatically entered into Clearing
- ...changed your mind about your course or university or you achieved better grades than you anticipated and therefore want to explore other options

Don't forget, you don't have to decide immediately. There are lots of other options if you decide Clearing is not for you. You could:

- re-take your qualifications and reapply
- take a gap year
- head straight into employment
- consider alternative qualifications or an apprenticeship
- start your own business

If you've been accepted and had a change of heart, think carefully before releasing yourself into Clearing. It is unlikely your existing place will remain open. We would advise you ensure you have received Clearing offers before you decline your existing place.



Do you have your results already?

No

Collect them from your school/college.

Yes

Have you researched which universities/courses you are interested in?

No

Do some research.

Yes

Does the university have any Clearing vacancies?

No

Look for vacancies at other universities for courses you are interested in.

Yes

Call the university of interest and tell them the course you are interested in, your qualifications and ask if you'll be considered.

What do I need to do if I am applying directly through Clearing because I didn't get any offers or I missed the application deadline?

Yes

Have you been given a verbal/email offer?

No

Think about calling some other universities or consider other options.

Yes

Congratulations!
The university will be in touch about the next steps!

Consider alternatives such as a gap year, going into employment or starting your own business. You could even retake some of your exams and reapply next year!

What to do if I have been accepted by my firm/insurance university?



What to do if I have not been accepted by my firm/ insurance university?

Do you have your results already?

Yes
There are various reasons why you might not have been accepted. Have you called your firm/ insurance universities for advice?

No
Collect them from your school/college.

Yes
Call your firm/ insurance universities and ask them for some advice.

No
Do your firm/ insurance universities have an alternative option for you, and have they given you a verbal/email offer?

Yes
Have you researched which universities / courses you are interested in?

No
Do some research.

Yes
Look for vacancies at other universities for courses you are interested in.

No
Does the university have any Clearing vacancies?

Yes
Congratulations!
The university will be in touch about the next steps!

Yes
Call the university of interest and tell them the course you are interested in, your qualifications and ask if you'll be considered.

No
Think about calling some other universities or consider other options.

Yes
Have you been given a verbal/email offer?

No
Consider alternatives such as a gap year, going into employment or starting your own business. You could even retake some of your exams and reapply next year!



Interested in Loughborough?

If you already have your results, scan the QR code to start the process of applying through early Clearing!

The Clearing process

1. Check if you've secured your place

You'll be able to see if you've been offered a place at your firm or insurance choice by logging into UCAS*. You'll need to find out your grades from your school or college.

2. Consider alternatives

If you have not been accepted by your firm or insurance choice university, check if any of the other courses or universities you have considered have vacancies. It is worth looking at alternatives before A level results day (make a note of these on page 15).

Hint! Check for Clearing vacancies on UCAS or directly on the university's website.

3. Pick up the phone

If you find a course and university you like the look of, ensure you check the grades required and see if you meet the entry requirements. If you do, give them a call and see if they can offer you a place. Make sure you have your details to hand – fill in the information on page 16. You will need this when you speak to the different universities, so fill it in before A level results day for one less thing to worry about.

4. Be prepared for a mini-interview

Some universities might want to know why you want to study the course at their university, so have some answers prepared of why you think it is a good match for you.

Hint! You may find it useful to have a copy of your personal statement with you to refresh your memory.

5. Receive your offer

If you meet the requirements, you should receive a provisional verbal offer. You can receive more than one offer from different universities. This will usually be followed up with an email explaining the next steps.

6. Make your choice

Once you have decided which offer you would like to accept, head over to UCAS to add your Clearing choice by filling in the details of the course before the offer expires (the university will tell you when this is). This counts as you accepting your offer. Make sure you have completed any other actions the university has asked you to do in the set timescales.

Hint! If you're applying for an Art and Design course you may also be asked to supply a portfolio or examples of your work before receiving an offer.

*UCAS aims to have all application outcomes on UCAS hub in the morning, however sometimes there is a delay, or access to the website may be difficult because of the amount of traffic. Be patient and keep trying. If your outcome is not available, please call your firm/insurance choices to see if you have been accepted.

Preparation is key

Even if you are confident that you will achieve the grades you need to be accepted into your choice of university and are happy with the choices you have made, it is always a good idea to have a back up plan just in case. Here are some key tips:

- 1.** If you already have your results, you can apply through Clearing before results day. If you are interested in studying at Loughborough, you can start the process of early Clearing by scanning the QR code.
- 2.** Before results day, make a list of potential universities and courses you'd be interested in on page 15. That way if you do find yourself applying through Clearing, you've done the hard work and you'll just need to check on the day if they have any vacancies.
- 3.** Sign up for Clearing alerts. You'll be notified by universities as soon as their Clearing vacancies are live, so you can see quickly what is available.
- 4.** Get a feel for what your shortlisted universities are like. Follow them on social media and see if you can visit them (some will offer mini open days for students who join them through Clearing before term starts).
- 5.** Prepare some questions to ask the universities when you call up. We've suggested some on page 16, but if there are other things that are really important to you, make sure you have them jotted down so you don't forget.
- 6.** It is normal to feel anxious, so know you are not alone. Have a chat to your friends, family and teachers/advisors about your concerns and also discuss the alternative options you might consider if you do decide to go through Clearing.



Top tips for students

1. Get in early

Clearing is fast paced and vacancies are filled very quickly. The earlier you call up, the higher the chance you'll have at securing a place.

2. Do some research

It pays off to do some research before results day, so you are prepared for every outcome.

3. Keep an open mind

Not every course will be available through Clearing, so the more flexible you are, you may find it easier to secure a place. Universities will try their best to find a course close to what you want to study, if yours is unavailable. But remember, you will need to want to study the course you have applied to.

4. Be prepared

This is where this guide will be your new best friend. Understand the process and what information you'll need on the day to ensure the process is smooth (see page 16). Also make sure you have a pen and paper (use the notes pages at the back of this guide) and have access to a well-charged phone.

5. Be confident

Make the Clearing call yourself! We know you might be nervous, but remember, universities are friendly and want to help you find courses that are the right fit for you!

6. Don't be disheartened

Clearing phonelines are busy, so it can take a couple of attempts to be connected. Just keep trying.

7. Don't make rash decisions

Think through every decision before you decide what you want to do. Whilst there are time limits that need to be met for Clearing, don't panic and make a rash decision. Universities will advise you of their timescales for you to accept a Clearing offer. Remember if you don't find the right course for you, you could always take a gap year and reapply next year.

Tips for keeping calm



Think positive



Keep active



Eat well



Do things you enjoy



Have a back up plan



Do breathing/mindfulness exercises



Have some 'me' time



Get a good night's sleep

Tips for parents and guardians

1. Preparation is key

Encourage your young person to consider alternative options should they not get the desired or expected outcome on results day. Support them in researching different courses and universities. You could do this by helping them to list all of the factors that are important to them (e.g. course, placement opportunities, geographical location) and matching them to the alternative universities and courses they are considering. Ensure they have all of the information they need for results day – there are some pages for them to fill in at the back of this guide, so they have everything they need in one place.

2. Be reassuring

We understand how disappointing it might be when things don't go to plan. If this happens, try to reassure your young person that this isn't the end of the world and there are plenty of other options available to them.

Discuss the other options available to them, whether that be Clearing, a gap year, or going straight into full time employment; it is important to consider them all and make the right decision for them.

3. Collecting results

Whilst your young person will be able to see if they have been accepted into university through UCAS Hub, they will not be able to see their results. They will need to collect them from school or college. This is important as they will need their results if they decide to apply through Clearing.

You can find some more helpful tips on our website



Jargon buster



Changed course offer:

An applicant may get one of these if they haven't met the exact conditions of their original course choice. It might involve a different start date or point of entry, or a different course altogether.

Conditional offer:

An offer of a place on a course subject to conditions. To be accepted on the course, an applicant need to meet the conditions – usually related to your exam results.

Deferral:

This is what an applicant does if they would like to carry a confirmed place over to start it in the following academic year.

Entry requirements:

This is what the course provider recommends an applicant needs to have to get on the course.

Firm choice:

An applicant's first choice university and course.

Gap year:

A year typically taken before starting a university course. During this year, students often travel, volunteer, or complete work experience.

Insurance choice:

An applicant's second choice university and course.

Personal ID/UCAS ID:

A ten-digit number assigned by UCAS.

UCAS Hub:

An online system that allows applicants to check the status of their application.

Unconditional offer:

An offer of a place on a course with no conditions – the place is the applicants if they want it.

Unsuccessful:

If an applicant either hasn't been made an offer or they haven't met the conditions of a conditional offer.

University contact details

Firm Choice

University: _____
Phone number: _____
Course name: _____
Course code: _____

Insurance Choice

University: _____
Phone number: _____
Course name: _____
Course code: _____

Potential Clearing options

University: Loughborough University
Phone number: +44 (0)1509 274 403
Clearing Website: www.lboro.ac.uk/clearing

University: _____
Phone number: _____
Course name: _____

University: _____
Phone number: _____
Course name: _____

University: _____
Phone number: _____
Course name: _____

My key information and questions to ask universities



Key information

UCAS ID:

A level, BTEC, SQAs or equivalent results:

GCSE or equivalent results: (English Language, Maths and Science):

Questions to ask

- Does the course cover a specific topic you're interested in?
- Will I have the opportunity to spend some time abroad?
- Can I do a placement year?
- What assessment methods are used?
- How do I apply for accommodation?
- What can I do in my free time? Societies, activities, etc.
- What are the typical living costs in the town/city?
- What support is available at the university? For example, study support, careers support, health and wellbeing, financial, etc.
- What are the transport links like?
- How far away is the campus from the town/city? Is there much to do there?
- Can I visit the university before I start?
- Are there any bursaries or scholarships available?

lboro.ac.uk/clearing

