

## Young Person's Higher Education Resource Check List

Time to complete	Task	Date Completed
Sep to Dec	<ul style="list-style-type: none"> <li>➤ Arrange and attend visits to universities with the course of interest. Access Careers guidance support from your education provider, VSK or 18+</li> <li>➤ Arrange meetings with Uni Support and Accommodation with universities of interest – consider the cost and affordability.</li> <li>➤ Arrange a meeting to discuss university options with a range of people – PA, Foster carer, VSK, 18+ Support Officer, Social Worker.</li> <li>➤ Key websites for information: <a href="#">Propel</a></li> </ul>	
UCAS Application is open from Sept to mid Jan	<ul style="list-style-type: none"> <li>➤ Complete UCAS application form – If in education you may have set a deadline for the school/ college to quality assure the application.</li> <li>➤ If not in education – seek support from previous educational provider, Social Worker, PA or EET Support Officer as a reference will be needed.</li> <li>➤ Visit UCAS to find out more about <a href="#">when to apply to university</a>.</li> </ul>	
Nov	<ul style="list-style-type: none"> <li>➤ UCAS application – checked, approved and submitted.</li> <li>➤ Submit to Education provider for them to complete their section and they will then submit UCAS on your behalf.</li> <li>➤ <b>ENSURE CARE LEAVER BOX IS TICKED.</b></li> <li>➤ Ensure you have discussed accommodation options with your PA and approval has been given in principle.</li> </ul>	
January To March	<ul style="list-style-type: none"> <li>➤ Complete Student Finance England Application – <b>ENSURE THE CARE LEAVERS BOX IS TICKED FOR THE CORRECT FUNDING.</b></li> <li>➤ Log onto UCAS application to track the progress – <b>ALL COMMUNICATION IS MADE VIA THIS. THIS NEEDS TO BE CHECK REGULARLY SO NOTHING IS MISSED WHICH COULD RESULT IN TO A LOSS OF PLACE/OFFER</b></li> <li>➤ Find out more about <a href="#">tracking your UCAS application</a></li> <li>➤ Attend interviews/ assessment days – Ask SW or PA for help with travel costs.</li> <li>➤ Offers will then be made by universities</li> </ul>	
April	<ul style="list-style-type: none"> <li>➤ Respond to the offers made through UCAS account – confirming your firm and insurance choice</li> </ul>	
Aug	<ul style="list-style-type: none"> <li>➤ A-Level results day</li> </ul>	

<p><b>UCAS Adjustments can be made between Results day in Aug to 31<sup>st</sup> Aug</b></p> <p><b>Clearing stage is from Jul to Mid Oct</b></p>	<ul style="list-style-type: none"> <li>➤ On the morning of results day – log onto UCAS account which will advise you of your offers that have been accepted.</li> <li>➤ If offered the firm choice, this is where you will be going – if your results (grades) are better than expected, they can be changed by clicking ‘Adjustment’.</li> <li>➤ If offered the insurance choice, this is where you will be going – you can change your choice at this time.</li> <li>➤ If you haven’t been accepted into either choice then you will have to go through clearing, in order to gain a university place.</li> <li>➤ If chosen university is different to original quoted to Student Finance England – advise them as soon as possible so the funding can be re-calculated. This also needs to be done for accommodation if the chosen university is different.</li> <li>➤ Visit UCAS to find out more about <a href="#">applying to university through clearing</a></li> </ul>	
<p><b>Aug</b></p>	<ul style="list-style-type: none"> <li>➤ Final confirmation for accommodation – staying put approved by 18+ service.</li> <li>➤ If moving into halls of Residence – is it catered or not?</li> <li>➤ How is the deposit going to be paid and when by?</li> <li>➤ What’s included in the accommodation?</li> <li>➤ Where will you stay during the holidays? – to be agreed with PA</li> <li>➤ Some universities offer all year around accommodation – if this the case?</li> </ul>	
<p><b>August to September</b></p>	<ul style="list-style-type: none"> <li>➤ Consider student bank account options – Discuss with PA.</li> <li>➤ Agree a moving in date and time.</li> <li>➤ Who is going to help with the move? – to be arranged. Some universities do help with this.</li> <li>➤ Create a checklist of things that need to be taken. You will need a passport sized photo for ID card.</li> <li>➤ Gain the Designated Member of Staff’s contact details – ask whether these can be passed to PA for communication.</li> <li>➤ Apply for Local Authority Bursary</li> <li>➤ Apply for additional support packages at University.</li> <li>➤ Ensure through UCAS, all the enrolment requirements are completed.</li> <li>➤ Move into accommodation with support from PA/ 18+ EET – Sort room, walk around the campus to locate key points, Find out about Fresher Fair</li> </ul>	
<p><b>Ongoing</b></p>	<ul style="list-style-type: none"> <li>➤ Stay in contact with PA for support</li> </ul>	

# 18+ Care Leavers Service

