

September 2010

Dear Parents

UCAS Applications 2010-2011

We are writing to remind you that the Upper Sixth will be completing their UCAS applications during the Autumn Term. It is our expectation that all girls who intend to apply to university this year, will have finalised their application by October half term. All tutor groups were given the opportunity to register their personal details and GCSE examination results on-line during the Summer Term. Tutor periods during the first half of this term will be devoted to drafting and correcting personal statements and selecting appropriate courses. With very few exceptions therefore, most applications will be complete by the end of this period, although we appreciate that a small number of girls may wish to finalise their choice of university course after the half term break, when they are more confident about their academic progress.

We would emphasise that, for popular courses and institutions, early application is definitely an advantage:

- Some courses are filled before the official deadline.
- Later applications are sometimes asked for higher grades.
- Applications made in December may not be dealt with until January.
- It will be impossible for School to process applications during the Christmas holidays.

It is our practice to check all applications in rough draft before the girls send their final version. The process of compiling and typing the Headmistress's reference is then completed, which can take some days if a number of applications arrive simultaneously in the office. To be fair to all the girls, applications are dealt with strictly in the order in which they are received and it may therefore be some days before your daughter is able to read her reference so that her application can then be transmitted to UCAS. Girls should build this timescale into their calculations and aim to complete their rough draft during the next few weeks.

Mock interviews will be available for those who need them, although it must be the applicant's responsibility to let the Head of Sixth Form know the dates of any interviews to which she is invited in plenty of time to organise this.

NB

- **The deadline for Oxford, Cambridge, Medicine, Dentistry and Veterinary Science Applications is October 15th, 2010.**
- **Final UCAS deadline is January 15th, 2011.**

Yours sincerely

Mrs L A Robinson
Headmistress