



CLEARING GUIDE

Clearing is a process set up by UCAS to help universities fill spaces on their courses. It also helps students roll onto a course if they have not yet applied through UCAS, do not meet the conditions of their existing offers, or simply have had a change of heart about which course or place of study. Here's a few steps to help you before you begin your Clearing process.

Step one

You will need to know exactly what grades you have received so you can proceed with your clearing application - find these out at the earliest opportunity!

Step two

Use the UCAS clearing search – find out which courses are available. Be prepared to be flexible here.

Step three

When you have found a course that interests you, phone the university's clearing hotline. Be prepared to wait as the hotlines can be very busy, but rest assured - you will get through eventually.

Step four

Speak to a member of university staff – check if the course is still available, ask plenty of questions. You will need to provide some personal details and your qualifications.

Step five

If you meet the entry and other requirements, you will be given an 'informal' offer over the phone. You will then need to go onto UCAS track and apply formally.

Step six

The only thing left to do is wait for your place to be confirmed. This can sometimes take a while due to the volume of applications, so don't worry if you are waiting a while.

Step seven

Once you have received your confirmation, it's countdown to university and the best of luck with your studies.

Clearing Plus

New this year, Clearing Plus is designed to help find the right course for you. Through this tool, UCAS makes recommendations of courses for you based on your original choices and qualifications. You will only be able to use this tool if you have not previously applied or your applications were not successful.