

Checklist for parents

If your child is applying to university, there are a number of key times in the year when they may need your help.

Have a look at our checklist to keep track:

May-July

- ☐ Start discussing with your child what subject they think they would like to study, and where they might like to go.
- ☐ Encourage your child to register on UCAS Apply early and complete the personal details section.
- ☐ Start attending open days with your child – a lot of universities and colleges hold these in June.

September-December

- ☐ Check what date your child's school/college requires them to submit their UCAS application internally in order for a reference from their tutor to be added.
- ☐ Proofread your child's personal statement.
- ☐ Continue to attend open days with your child.

January-February

- ☐ Remind your child to submit their UCAS application by the mid-January deadline for equal consideration.
- ☐ Encourage your child to apply for their Student Finance as soon as it opens (usually towards the end of January). Remember that you may need to provide evidence of your income if you would like your child to be assessed for means-tested funding.

March-July

- ☐ Remind your child to check their UCAS Track account regularly to see what decisions their choices have made. Their UCAS Track account will also give a date by which they have to respond to their offers – pay close attention to this!
- ☐ Universities or colleges which make an offer to your child may invite you to attend a post-offer open or orientation day – consider attending these to get a really good feel for the campus and course.
- ☐ If your child needs accommodation for their first year, keep an eye out for this application process opening.

August

- ☐ If your child is waiting on results, remind them to check UCAS Track on results day to make sure their place is confirmed. If something goes wrong, they may be eligible for Clearing. They will need to search for course vacancies through UCAS and ring the university or college they are interested in – they must do this themselves as admissions tutors will not talk to parents.
- ☐ Make sure your child's accommodation and finance are confirmed