

EU Students

How to Apply for Undergraduate Study

As a student from the European Union, you will have to send your application to us through the Universities and Colleges Admissions Service (UCAS). The UCAS institution code for the University of Central Lancashire is **C30 CLANC**. Please note that UCAS charge a small fee for their services.

All UCAS applications can be sent through the secure online application system. All you need to do is go to the website www.ucas.ac.uk and register to use Apply. Here is an overview of the process:

- 1) You will apply through UCAS by using the online system. You'll have to add your details into the form and write your personal statement. Your referee should write the reference and give it to you, so that you can complete the section.

If you are unsure about how to apply, [please click here for a Guided Tour of applying through UCAS](#).

Unsure about your qualifications?

We offer the service of checking an application for the likely decision to make sure that you are applying for a course that is right for you. Just send a summary of your qualifications and (if you have) scanned copies of your qualifications to the Admissions Office (uadmissions@uclan.ac.uk) if you need clarification before using UCAS.

About Course Choices

Students may apply for up to five programmes on the UCAS form. Choices can be formed in any way from the courses listed in the UCAS Directory and degree and non-degree courses can be mixed. If you are wishing to apply to us for more than one course will have to make a separate entry for each choice. Please ensure that you use the correct course code when making your application. If you are unsure as to which course code to use then please contact the University for Advice (0044 1772 895026 or uadmissions@uclan.ac.uk).

- 2) When you send the application, you will be given a **UCAS Number**. This is the unique reference code for your application, and you will need to mention this number if you are sending us copies of your qualifications or whenever you contact the university about your application.
- 3) You can now check the progress of your application online, you can see when you have been made an offer and you can reply to all offers that you have been made.

When you receive an offer, please pay attention to checking what type of offer you have received. The offers we make are either

- **unconditional (U)**, meaning that you have been successful in your application and we are offering you a place on our course, or
- **conditional (C)**, meaning that you will need to meet some additional criteria (like exam or English test results) and inform us when you achieve these, and then you will be given a place on your chosen course.

If the University decides to invite you for an interview or ask for additional information about your experience or course contents, you will be contacted by us directly.

Deferred Entry

Many students consider taking a year out and delaying the start of their studies by one year. If you have made this decision and would like to ensure that you have a place on your desired

course, you will be able to apply for deferred entry. You can indicate this in the "Choices" section of the online application.

Deadlines

Please note that there are a number of deadlines to be considered when making your application through UCAS.

The following cycle explains how UCAS applications are handled. This system does not change from year to year. You can apply before you receive your exam results and will have to indicate your expected grades if you do so.

15 September to 15 January

This is the general application period, during which you can send your application and it is guaranteed that the university's admissions tutor will look at it. The deadline on 15 January will NOT mean the end of the application cycle.

15 January to 30 June

You are able to send applications to your desired institution during this period, but the tutors are not obliged to look at your application. If you wish, you can check before sending your application to ensure that the course you are applying for is not full. At the University of Central Lancashire, we tend to consider the majority of applications received after 15 January.

01 July to 15 September

This period is when the UCAS Clearing process is active. Applications received during this period will be held in a central pool for all universities, and you will have to contact our Admissions department with your UCAS number and ask to be made an offer on a course that still has vacancies. Universities will publish the vacancies they have on their websites during this period.