

HOW TO APPLY TO THE UNIVERSITY OF CENTRAL LANCASHIRE

Frequently Asked Questions

How much will my course fees be?

Your tuition fees will be dependent on which course you choose to study and how you choose to study the programme. The fees are reviewed on an annual basis and the information for Home, European, Island and International based students can be found on our Fees and Finance section.

Whether you are applying for courses at either undergraduate or postgraduate level, you may be entitled to bursaries, grants, scholarships or discounts so please read the information carefully to discover what you may be entitled to.

Can I defer my start date?

Yes. We do allow students the opportunity to defer their place at University to the next entry intake. You will need to request this option and provide us with your name, course, date of birth and your UCAS/UCLan ID number. We ask that this request is made in writing, email format is accepted.

When can I apply for accommodation?

There is a plentiful supply of good quality student accommodation on or next to the campus in the heart of the city of Preston, both University and privately owned. All residences are self-catering, and laundry facilities are available on campus. Private properties are inspected on a rolling programme to ensure that they are suitable, and landlords are required to agree a Code of Conduct.

The online accommodation applications are usually available from late March to all students that have made UCLan their firm choice following their offer. Information will be distributed by the Admissions office, notifying you when the online application system goes live and providing you with your login details.

Please be aware you will not be able to apply for accommodation at that point, unless you have made UCLan your firm choice.

More information, including a break-down of prices, can be found on our website on Accommodation.

What is Clearing?

Clearing is a period in the admissions cycle that allows a student to apply for a course, should they be left without an offer following exam results or if they have changed their mind and asked to be released from an offer they were previously holding. This service runs between July and September, although it is more commonly used by many during mid-August following A Level results day.

UCLan courses holding vacancies will be listed on both the UCLan and UCAS website. The vacancy list will change regularly so please keep yourself up-to-date during this period.

We ask that you contact us at the University first before referring your application to us via UCAS. You will need to provide us with your name, UCAS ID number and the name of the course that you are interested in.

We understand Clearing can be a stressful time for many students; therefore we aim to manage your enquiries sensitively and process all applications as promptly as possible.

Should you want to find out more about Clearing process, please visit the UCAS website.

When should I submit my qualification evidence?

Whether you are holding an unconditional or conditional offer, UCLan Admissions must see evidence of the qualifications listed on your original application. This evidence firstly ensures that you are eligible for your chosen course, and then enables you to enrol.

A Levels and most BTEC results are sent to the Admissions office via UCAS. All other forms of qualifications should be submitted directly by you as early as possible to the Admissions office. You can provide this information either by post, email or fax.

Please check the conditions of your offer to ensure all the necessary evidence is provided. You will be restricted from enrolling until the qualification is submitted.

When can I enrol?

You are able to enrol from 1 September once your place has been confirmed and you have submitted your qualification evidence. This is an online process and Admissions will send out instructions and login details from mid-August onwards along with your induction material for the course.

After enrolling online you will be able to access your course timetable and other course material. During this time you can also apply for your UCLan Card allowing you full access to all of our excellent facilities, including the Library and Sir Tom Finney Sports Centre.

When does the course start?

The start date for the standard September intake for full-time undergraduate students based at Preston Campus is usually around mid- September. This will include your Welcome Week, which will help you become familiar with the campus and facilities and also help you settle into University life.

For students enrolling onto January intakes, starting Postgraduate and/or part-time study or based at other campuses and partner colleges your start dates will be included in your induction material. This will be sent to you prior to the start of your course.

Further information regarding term dates and the academic calendar can be found on the student support website.

Contact and Call Back Service

The Applicant Call Back Service provides the opportunity for those who are thinking of applying to study at UCLan to seek advice and guidance from UCLan's Applicant Guidance Officer before making an application.

This service is available Monday - Thursday between 2.00pm and 5.00pm. Please email us on **uadmissions@uclan.ac.uk** stating your name, UCAS / UCLan number, contact details and when you would like us to call.

Admissions Office, University of Central Lancashire, Foster Building 113, Preston, PR1 2HE

Fax: **+44 (0)1772 894954** Email: **uadmissions@uclan.ac.uk**