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THE COOPERS' COMPANY AND COBORN SCHOOL

Love as Brethren

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Re: UCAS application forms & deadlines

Thursday 2nd December 2021

Dear parent(s) and carer(s)

Since early September we have been working with students in Year 13 who are looking to apply to university. We have now sent off over 130 UCAS forms and many students are receiving university offers. The national UCAS application deadline for most courses is 26th January 2022.

However, in reality we want to send the vast majority of university applications off by the end of the Autumn term. We know from historic analysis that applications (those sent in January) often attract a lower offer rate than those sent before the Christmas break. As such, if your son/daughter is applying to university, we want to support them in sending their form off in **the next 10 school days**.

There may still be a significant amount for them to complete:

- 1) Write their personal statement
- 2) Have their statement checked by a subject expert and their Form Tutor
- 3) Complete their UCAS form fully following all the guidance we have provided
- 4) Ensure their Form Tutor is aware of their intentions/when the reference is needed
- 5) Make an appointment with their Form Tutor to go through the form and check the reference
- 6) Pay for the application
- 7) Make an appointment with the final member of the 6th Form Team to send off the form
- 8) Meet with that team member and send off the form

We will be unable to support your son/daughter if they leave everything to the last few days of the term and so it is important that they are acting now. We have suggested the following interim deadlines as a guide:

- 1) 2) 3) should aim to be completed by Thursday (9th) at the latest
- 4) 5) 6) should aim to be completed by Tuesday (14th) at the latest

If the deadlines above are not met, then we may struggle to send off the application before Christmas. We want every application to be of the highest quality and pride ourselves on the quality of the applications we submit.

Yours sincerely

Mr R Bell
Deputy Head