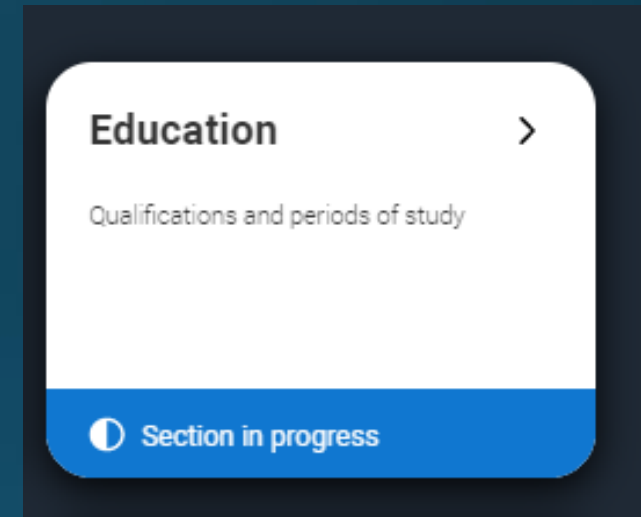


Right First Time – EDUCATION section

UCAS 2022 Application

Education

- Choose Education on the left hand menu



Education

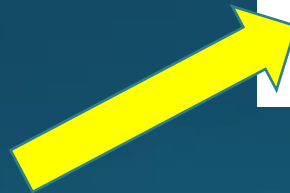
- Unique Learner Number

This can be left blank



- Highest Level of Qualification

Select '**Below Honours**' in the check box.



+
Add place of education

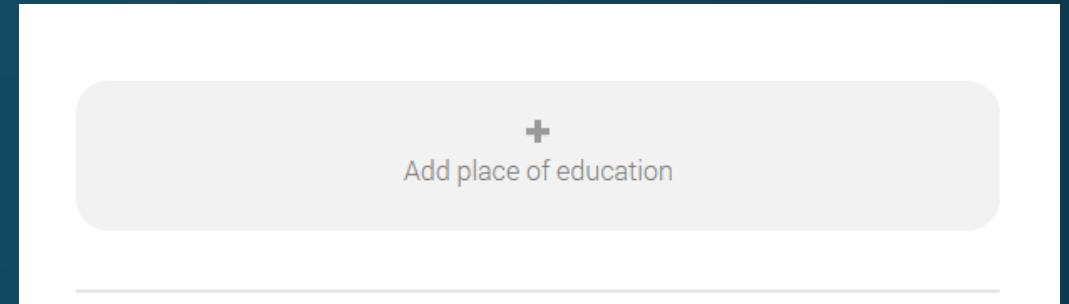
Unique Learner Number (ULN)
The Unique Learner Number (ULN) is a 10-digit reference number which is used alongside and to access the Personal Learning Record of anyone over the age of 13 involved in UK education or training. If you don't have one, or don't know yours, leave this blank.

Please state the highest level of qualification you expect to have before you start your course *

Education

- Click on 'Add place of education'
- Type 'Toot' into the search. Then select 'Toot Hill School'
- Start date 09/15*
- End date 08/22
- Type of study – Full Time
- Qualifications? - Yes

* Assumes you started in Yr 7

A screenshot of a web form titled "Add place of education". The form contains several input fields and labels. The first field is labeled "Name of the school, college, or university *" and contains the text "Toot Hill School". Below this is a field for "Exam centre number" with the value "28308" and a sub-label "This may be automatically filled in based on your school, college, or university". The "Start date *" section has two dropdown menus for "Month" (09) and "Year" (2015). The "End date *" section has two dropdown menus for "Month" (08) and "Year" (2022).

Education

- Type of study – **Full Time**
- Qualifications – **Yes**
- **Save**

Type of study *

Full time Part time Sandwich

Do you, or will you, have any qualifications from this centre? *

If you received any qualifications at this school, college or centre, or if you have any qualifications pending at this school, click yes.

All qualifications must be entered, even if you received an unsuccessful grade, if you are still waiting to take the final exams or if you are waiting for the results.

If you are resitting a qualification you need to enter it twice: once as a completed qualification with the grade achieved and once as a qualification with the result Pending.

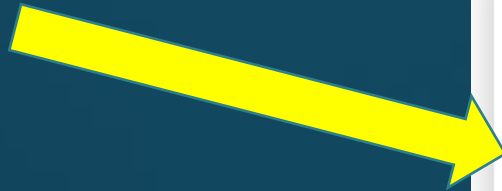
Yes No

Save Cancel

- If you completed your GCSE's at a **different school**, then you can enter this as an additional 'place of education' and select dates as appropriate. Repeat the process.
- Do **NOT** enter details of your primary school.

Education – College Subjects

- Select 'add qualifications'



Toot Hill School ... More

September 2015 - August 2022
Full time

[Add Qualification](#)

- Select from the Popular qualifications list

A level - GCE Advanced

BTEC Double Award - BTEC Nat. Diploma (720)

BTEC Single Award - BTEC Ext. Cert (360)

Business Voc. Double – OCR Tech. Diploma

Business Voc. Single – OCR Tech. Ext. Cert

+ AQA Level 3 Certificate in Mathematical Studies (Core Maths)	+ Extended Project (Level 3)	+ GCE Advanced Level
+ GCE Advanced Subsidiary	+ GCSE (Grade: 9-1)	+ GCSE (Grade: A*-G)
+ GCSE Short Course	+ GCSE: Double Award (9-9 to 1-1)	+ OCR Level 3 Cambridge Technical Diploma
+ OCR Level 3 Cambridge Technical Extended Certificate	+ Pearson BTEC Level 3 National Diploma (720) (2016 to Present)	+ Pearson BTEC Level 3 National Extended Cert (360) (2016 to Present)

Education – College Subjects

- Select '**subject**' from the drop down list
- Select **qualification date as August 2022**
- Select **Exam board** (Check college website if unsure *toothillcollege.co.uk/courses.php*)
- **IMPORTANT!!** – Select grade as '**Pending**'

Subject *
Type and select the subject you studied

Mathematics

Qualification date *

Month Year

08 ▼ 2022 ▼

Awarding organisation *

AQA ▼

Grade *

Pending ▼

* Do not complete the individual module sections. Scroll to bottom and **save**.

Education - Repeat to add your next college subject

- Select 'subject' from the drop down list
- Select qualification date as August 2022
- Select Exam board
- IMPORTANT!! – Select grade as 'Pending'

OCR Level 3 Cambridge Technical Extended Certificate

If you don't find a match you can manually add one

Title *
Type and select the subject you studied

Business

Qualification date *

Month Year

08 2022

Awarding organisation *

OCR

Grade *

Pending

* Do not complete the individual module sections. Scroll to bottom and save.

Education - Repeat again to add your third college subject

- Select 'subject' from the drop down list
- Select qualification date as August 2022
- Select Exam board
- IMPORTANT!! – Select grade as 'Pending'

Pearson BTEC Level 3 National Extended Cert (360) (2016 to Present)

If you don't find a match you can manually add one

Title *
Type and select the subject you studied

Applied Science

Qualification date *

Month Year

08 2022

Awarding organisation *


Pearson


Grade *


Pending

* Module names are required if you enter a BTEC award. Speak with your subject teacher to confirm the names. Do not enter grades for individual modules.

Education

- BTEC Registration 
 - If you have added a BTEC qualification, then you will now have an additional section. This number can be obtained from Mr. Lawrence. It is only needed for Level 3, otherwise leave blank.

- Unique Learner Number 
This can be left blank

- Highest Level of Qualification 
Select 'Below Honours'

BTEC Registration Number

You can find your BTEC registration number on your exam certificates or documents provided by your school or college.

Unique Learner Number (ULN)

The Unique Learner Number (ULN) is a 10-digit reference number which is used alongside and to access the Personal Learning Record of anyone over the age of 13 involved in UK education or training. If you don't have one, or don't know yours, leave this blank.

Please state the highest level of qualification you expect to have before you start your course *

Additional College Subjects

Education - Add EPO if required

- Select 'Extended Project' from the drop down list
- Subject – Add a SHORT title for your EPO
- Select qualification date as August 2021
- Select Exam board
- IMPORTANT!! – Select grade that has been awarded

Extended Project (Level 3)
If you don't find a match you can manually add one

Subject *

Qualification date *
Month Year

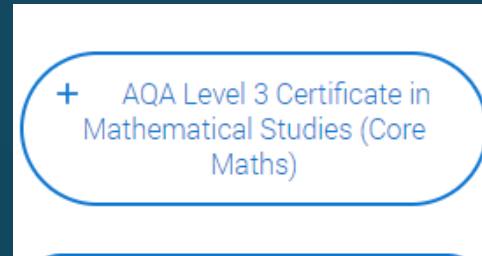
Awarding organisation *

Grade *

* This award should also be added as **PENDING** if you have not yet finished the award

Education - Add Core Maths if required

- Select '**Core Maths**' from the qualifications list
- Add title = **Core Maths**
- Select **qualification date as August 2021**
- Select **Exam board = AQA**
- Add **Grade**



AQA Level 3 Certificate in Mathematical Studies (Core Maths)

If you don't find a match you can manually add one

Title *

Qualification date *

Month Year

08	2021
----	------

Awarding organisation *

Grade *

GCSE Qualifications

Education – Adding GCSE Results

- Select **Education > Add Qualification**
- Select from the **Popular qualifications** list

GCSE (Grade 9-1) - Most your Yr11 results, including triple science

GCSE : Double Award – Trilogy Science

GCSE (Grade A*-G) – Legacy from 2018

Qualifications shortlist

+ AQA Level 2 Certificate in Further Mathematics (1-9)

+ AQA Level 3 Certificate in Mathematical Studies (Core Maths)

+ Extended Project (Level 3)

+ GCE Advanced Level

+ GCE Advanced

+ GCSE (Grade: 9-1)

+ GCSE (Grade: A*-G)

+ GCSE Short Course

+ GCSE: Double Award (9-9 to 1-1)

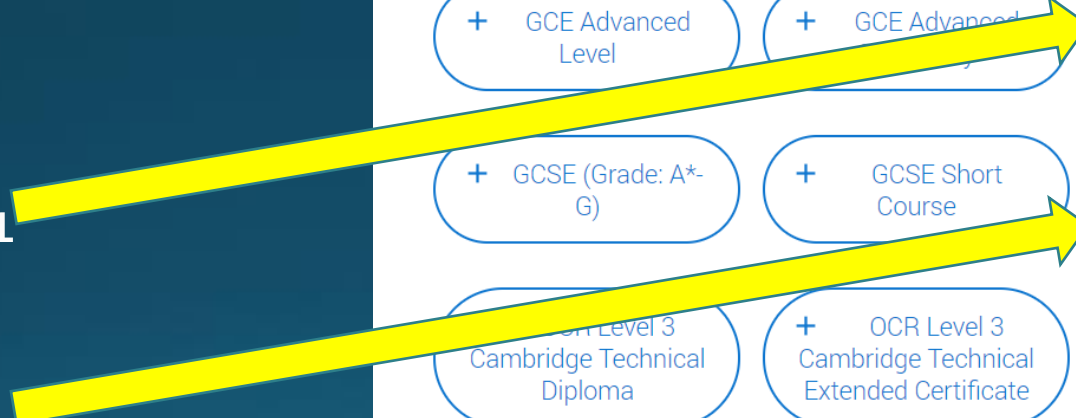
+ OCR Level 3 Cambridge Technical Diploma

+ OCR Level 3 Cambridge Technical Extended Certificate

+ Pearson BTEC Level 3 National Diploma (720) (2016 to Present)

+ Pearson BTEC Level 3 National Extended Cert (360) (2016 to Present)

+ WJEC Level 3 Applied Diploma in Food Science and Nutrition



Education

- Continue to select '**subject**' from the drop down list
- Select **qualification date as August 2020**
- Select **Exam board** (Refer to your exam certificate)
- Select **grade** that was awarded (Refer to your exam certificate)

* Accuracy is **CRITICAL**. Universities WILL ask for verification, **so please ensure that your grades are correct**

Add qualification

GCSE (Grade: 9-1)
If you don't find a match you can manually add one

Title *
Type and select the subject you studied

Physics

Qualification date *

Month Year

08 2020

Awarding organisation *

AQA

Grade *

9

* Do not complete the individual module sections. Scroll to bottom and **save and add similar**.

Education

- Continue until you have added **all** your GCSE grades
- You should be declaring between **8 – 10 grades**
- Further relevant assessments can be added using the **add qualification > search tool** i.e graded music awards

Toot Hill School

September 2015 - August 2022
Full time

[Add Qualification](#)

GCSE: Double Award (9-9 to 1-1) in Combined sciences: Trilogy

Title	Grade	Awarding organisation	Qualification date
Combined sciences: Trilogy	7-6	AQA	August 2020

GCSE (Grade: 9-1) in English Language

Title	Grade	Awarding organisation	Qualification date
English Language	7	AQA	August 2020

GCSE (Grade: 9-1) in English Literature

Title	Grade	Awarding organisation	Qualification date
English Literature	8	AQA	August 2020

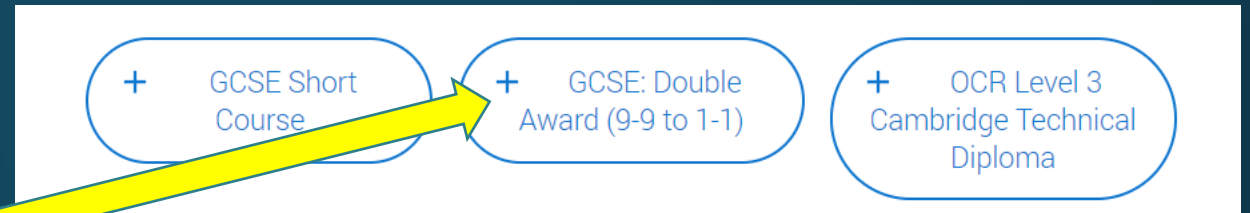
GCSE (Grade: 9-1) in Mathematics

Title	Grade	Awarding organisation	Qualification date
Mathematics	9	AQA	August 2020

* Ensure that this section is **saved**. Do not mark as section complete UNTIL you have verified your awards

Education – Adding Double Award Science GCSE Results if required

- Select 'add qualifications'
- Select from the Popular qualifications list



GCSE : Double Award – Combined
Science : Trilogy

Exam Board = AQA

Grade = ?-?

GCSE: Double Award (9-9 to 1-1)
If you don't find a match you can manually add one

Title *
Type and select the subject you studied

Combined sciences: Trilogy

Qualification date *

Month Year

08 2020

Awarding organisation *

AQA

Grade *

7-6

Education – Adding Further Maths (Yr11) if required

- Select 'add qualifications'
- Select from the Popular qualifications list

Level 2 Certificate Further Maths

Exam Board = AQA

Grade = ?

Qualifications shortlist

+ AQA Level 2 Certificate in Further Mathematics (1-9)

+ AQA Level 3 Certificate in Mathematical Studies (Core Maths)

+ Extended Project (Level 3)

AQA Level 2 Certificate in Further Mathematics (1-9)

If you don't find a match you can manually add one

Qualification date *

Month Year

08 ▾ 2020 ▾

Awarding organisation *

AQA ▾

Grade *

9 ▾

Education - Completed