



**London
South Bank
University**

Start to be great.
Clearing guide 2016

Become what you want to be

0800 923 8888

We understand exam results can be a stressful time for many students, but there is still time to **stand up and stand out**. You can find a university place on a course starting this September through Clearing.

Over 61,000 applicants (12% of all university places) were placed through Clearing last year.

To help clear things up a bit (pun intended!), we've produced this **step-by-step guide** to Clearing that will hopefully make the process as pain-free as possible.

Good luck!



What is Clearing?

Clearing is the UCAS application service that operates from mid-July to September.

It's your final opportunity to apply for a university place this September.

Who is Clearing for?

Clearing is for students who:

- Did not meet the required grades for their conditional offer
- Do not hold any offers
- Declined all their offers or did not respond to UCAS by the due date
- Applied after 30 June 2016
- Have not yet made an application

In order to enter Clearing you must make your application through UCAS first (full-time courses only).

If you are eligible for Clearing, then UCAS will automatically allocate you a Clearing number. You can then contact universities in order to try and secure a place.



i

How do I prepare?

1. Research

- Check out the universities that offer the course you want to study
- Check UCAS to see what courses are actually available
- Pick up a copy of The Telegraph newspaper on Thursday 18 August for the official course vacancy listings. Download their app or use their website for real-time information on availability
- Use the space on the back of this guide to create a shortlist of your preferences

2. Prepare for your online application (lsbu.ac.uk/clearing)

Even though you are applying late, universities still want to make sure you are right for each other. Make a good impression with these tips:

- Prepare your personal statement early and ensure you include details on why you want to study the course and what attracts you to the university
- Ensure you have included your Clearing Entry Number, Personal ID Number and exam results on your online application as a decision can only be made if all these details are completed

3. If you are still unsure, you can call the Clearing Advice Centre

As places are limited, the sooner your application is submitted the better your chances are of finding a place. It is vital that you make the call yourself and make sure you're in a place where you won't be interrupted.

- Be persistent if you can't get through straight away or check if you can apply online
- Ask to speak to a Course Advisor if you want more information about a course
- Be flexible and consider alternatives if your course preference is not available
- Be prepared. You may be offered a place on the telephone, so research is vital if you want to accept immediately – it might be the last place on the course



When do I apply?

Clearing opens on Thursday 18th August at 7am.

Clearing closes on 20 September 2016 at 6pm (this is the final day for applications to be received).

Remember, places at universities are limited and if they are all taken universities will close their applications before this date. So if you haven't entered your details in UCAS Track you may miss out on a place this year.

How do I apply?

After you have your Clearing UCAS number, you can apply to LSBU online, on the phone, or in person.

Online: Visit lsbu.ac.uk/clearing to see our live course vacancy list and to apply online. (Please note: all Health and Social Care applications must be submitted online.)

Call us: Our dedicated Clearing help centre is open throughout Clearing to answer your questions and process applications over the phone.

Call us on 0800 923 8888.

Come and see us: Come to one of our Clearing drop in events for advice and information for anyone looking to apply for a course starting in September:

Event	Day	Time
Clearing Drop In Advice Session	Thursday 18 August 2016	9am – 5pm
Clearing Drop In Advice Session	Friday 19 August 2016	9am – 5pm
Clearing Drop In Advice Session	Saturday 20 August 2016	11am – 3pm
Clearing Drop In Advice Session	Wednesday 24 August 2016	5pm – 7pm
Clearing Drop In Advice Session	Wednesday 31 August 2016	5pm – 7pm
Clearing Drop In Advice Session	Wednesday 7 September 2016	5pm – 7pm

Alternatively you could book a **One-to-One** appointment with a trained Clearing adviser to discuss your options in person and make your Clearing application to LSBU face-to-face.

For more information on the Clearing Drop In Advice Sessions, or to book for a One-to-One, visit online at: lsbu.ac.uk/clearing

What happens next?

If you meet the requirements and there are places available on the course, you are likely to be offered a place.

It's a good idea to visit the university to speak to staff and student ambassadors before you decide, so ask if there are Clearing drop in events being offered.

When you have decided to accept an offer, you must enter the details in UCAS Track. You can only enter one choice.

www.ucas.com/apply



My Clearing Choices

Course title	University	Advertised entry requirements	Phone number	Offer Y/N

Start to be great at LSBU

A bright future starts with a smart decision.

LSBU is the No. 1 London Modern University for graduate starting salaries (Sunday Times League Table 2016) and our courses are professionally focused and designed specifically to enhance your career prospects.

Our **unbeatable central London location** means you'll be studying on the doorstep of all the capital's sights and attractions as well as all the professional opportunities that this brings.

We also offer our new full-time undergraduate students a range of benefits including:

- **Guaranteed opportunities for a work placement, internship or study abroad.** This could include work placements within the University, with an external organisation or with one of our educational partners across Europe.
- **Free off-peak gym membership** for all full-time first year students. Available after enrolment has been fully completed. Off-peak membership offers access to the gym from 8am to 12pm and 2pm to 4pm each day.
- **Free access to essential software programmes** – All new students will receive free Microsoft Office 365, Sophos Anti-Virus and SPSS software package. All essential software will be available after enrolment has been fully completed..

For full details, terms and conditions visit our website lsbu.ac.uk/offers.



No. 1 London Modern University for graduate starting salaries

Sunday Times League Table 2016

0800 923 8888

lsbu.ac.uk/clearing

#LSBUclearing