



NEWS RELEASE
FOR IMMEDIATE RELEASE

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Why it's never too late to get organised: 10 top tips for approaching Clearing and avoiding last minute stress

1. **You won't be alone!** If you find yourself in Clearing, for whatever reason, it may seem daunting, but remembering that you are one of thousands of people using the system and Clearing is no longer used in the same way as it was just a few years ago. Clearing is an excellent opportunity to change your course, your university, your location and take a different route. We know at LSBU that students who join us through Clearing do just as well, if not better than those who don't. So there is no need to worry. LSBU's Clearing Call centre is one of the biggest and most experienced in the country. We will be able to talk through the process with you and help you start making some decisions about the next exciting step.
2. **Do your research.** Make a list of available courses you are interested in and institutions you would like to apply to. Think about what is most important to you – Is it location? Placement opportunities? Course content? Facilities? Visit the relevant websites for the institutions you're interested in approaching. Each university should have a dedicated page or section about Clearing on their website that will help give you an insight into whether they are the right place for you to apply to study.
3. **Be prepared.** Have a pen and some paper ready. Write down what information you want to know beforehand and have your results and UCAS PID ready in front of you so that you can refer to them easily. Make a few notes about why you are interested in a particular course and institution and make a list of questions that you would like answers to. Continue to make notes during the conversations – you may forget who has said what if you're contacting a number of universities – and remember to jot down names and direct contact details in case you need to talk to a particular person later on in the day.
4. **Make the call.** It's important that it is you who makes the call directly to the university you are interested in. Remember, you aren't tied to anything by simply dialling a number and it's important for universities to speak to you in person and not someone else.
5. **Have a friend with you.** If you're not feeling confident about cold calling universities and speaking to strangers or are worried you might not be asking the right questions, why not have a helpful friend, relative or parent sit with you to provide moral support and feedback while listening to your telephone conversations?
6. **Plan ahead.** Once you've secured a place there are other important factors to consider - such as student finance and accommodation - Universities will have teams who can help take the

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pressure off in terms of helping to sort out accommodation and finance. **What should you do after the call?** When you're made a verbal offer over the phone, the institution concerned will usually follow this up with an email detailing further information about the offer you've been made and how to respond via UCAS. Make sure you take the time to research the course in greater detail before responding to your offer. You may receive multiple offers through Clearing and it's important that you make the choice that's right for you.

7. **Sign up to receive alerts:** Clearing is changing and you can take advantage of this. Many universities now send out automatic email and Whatsapp alerts to student applicants going through Clearing. As Clearing has already started, you can go ahead and sign up for these alerts with each of the institutions you are interested in applying to. You can also download a university clearing app or download one of several Clearing apps available for on the [iOs](#) or [Android](#) that will list all the contact details for universities as well as allowing you to search for available courses in your chosen subject and region.
8. **If you can, visit the university.** If you have the time, it's a really good idea to go and look at the university or college you are thinking about and speak to people there, including the students. You need to really give it some thought and make sure what you do is going to make you happy. During the Clearing period LSBU has a number of drop-in session where you can visit the campus, see facilities, chat to current students and chat to academic staff.
9. **What should you do once you have an offer?** Once you have the offer you want – and you are 100 per cent sure you want to accept it – you should add your Clearing choice on UCAS' 'Track' system. This is possible in the run up to results day and on the day itself - Thursday 17 August 2017 - so you will have time to think about it. You are only able to add one course, unless that university does not confirm your offer. Make sure you have your Clearing number – which you can find on Track – and your personal ID number, at the ready. In the heat of the moment you might forget your individual A-level and GCSE grades, so make sure you write them down, and also note their UCAS points value.

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About London South Bank University

London South Bank University is one of London's largest and oldest universities. Since 1892, we have been providing vocationally-relevant, accredited and professionally recognised education which transforms lives, businesses and communities. London South Bank University, 103 Borough Road, London SE1 0AA <http://www.lsbu.ac.uk/>

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