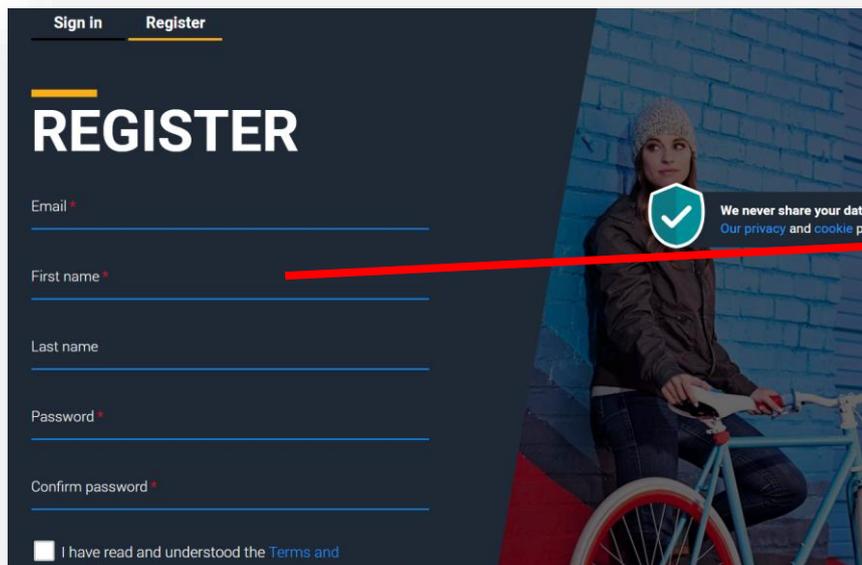


Helpsheet – Completing your UCAS Apply form 2024 entry

[Sign in | UCAS](#)



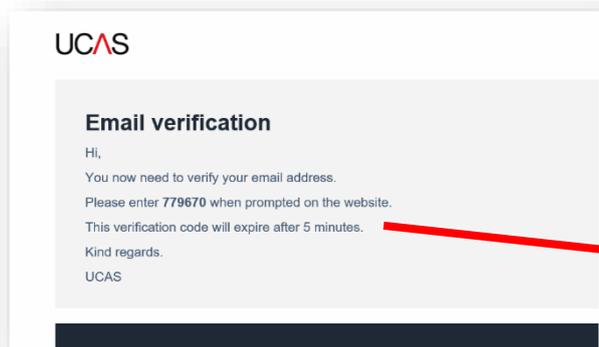
The screenshot shows the UCAS Register form. At the top, there are tabs for 'Sign in' and 'Register'. The 'REGISTER' heading is prominent. Below it are input fields for 'Email', 'First name', 'Last name', 'Password', and 'Confirm password'. A checkbox at the bottom states 'I have read and understood the Terms and Conditions'. A red arrow points from the 'Email' field to a green callout box on the right. A small privacy notice is visible: 'We never share your data. Our privacy and cookie policy'.

Register for a new account

Please use your **OWN PERSONAL EMAIL ADDRESS**

NOT your college email

Make a note of your password you will be using this to sign in until you enroll at uni.

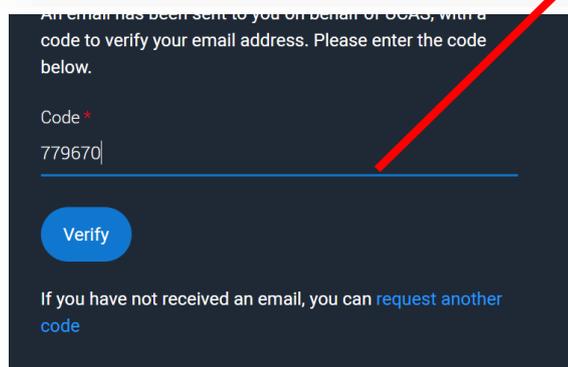


The screenshot shows an email verification message from UCAS. It says: 'Hi, You now need to verify your email address. Please enter 779670 when prompted on the website. This verification code will expire after 5 minutes. Kind regards, UCAS'. A red arrow points from the code '779670' to a green callout box on the right.

You will need to **VERIFY** your email address

Do it after you have registered.

Enter the code needed.



The screenshot shows the UCAS website's email verification code entry screen. It says: 'An email has been sent to you on behalf of UCAS, with a code to verify your email address. Please enter the code below.' There is a 'Code' input field with '779670' entered. A blue 'Verify' button is below the field. At the bottom, it says: 'If you have not received an email, you can [request another code](#)'. A red arrow points from the 'Verify' button to a green callout box on the right.

Add year of study

Choose **2024** (even if you are applying to defer entry until 2025)



The screenshot shows the 'In which year do you want to start your studies?' selection screen. It features a vertical list of years: 2023, 2024, and 2025. The year 2024 is circled in green. A red arrow points from the green callout box on the left to the circled 2024.

Select a **level of study**

• • • •

Undergraduate
Uni and college degrees, and apprenticeships

Postgraduate
Returning to uni to continue study, or apprenticeships

Would you like additional information on:

Apprenticeships
Work based training

Conservatoires
Performing arts at Conservatoire universities

Next

AM

Level of study is **UNDERGRADUATE**
And receive extra information on Apprenticeships/Conservatoires if you want to.

Where do **you live?**

• • • •

United Kingdom

Next

Add your **POSTCODE** and set all your preferences.
TOP TIP: accept the marketing info and receive by SMS.
There will be useful info coming just from UCAS. It is not Spam.

Your preferences

• • • •

Stay up-to-date with unis, colleges, offers, and more

Get tailored info about uni and college courses, open days, and apprenticeship options. *

Yes No

Get great deals, offers, and freebies, including high street brands, tech, and travel. *

Yes No

We appreciate many people will not wish to disclose their gender, so this question is optional, but providing a response will enable UCAS and its partners to better support and deliver our shared gender equality ambitions for higher education.

Do you identify as:

Male Female Another way

How would you like to hear from us? Tick the one(s) you'd prefer. *

All Email Post SMS

 Just so you know, your data is safe with us, and we never pass your details to third parties for marketing purposes without your permission. You can change your mind, and update your personal details and preferences at any time. For more information on how we treat your personal data, including how to opt out, take a look at our [privacy policy](#).

Mobile number *

Country code
United Kingdom (+44) ▾

We will tailor your information using this postcode

Postcode*
BN3 6EG

Which subject(s) are you interested in studying?

Subject 1 *

Historical and philosophical studies ▾

Subject 2

Education ▾

Subject 3

Creative arts ▾

Get the right support

Are you still at school/college? *

Yes No

Your school/college *

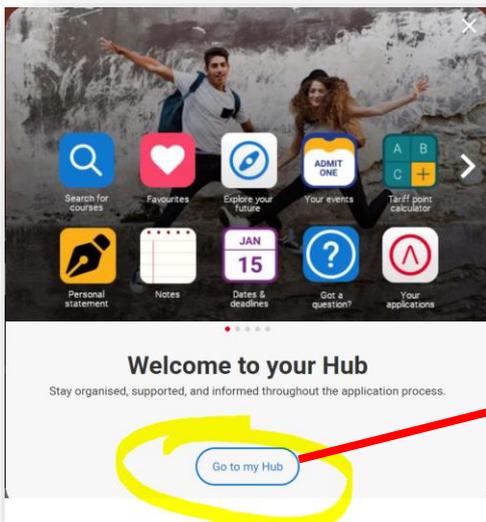
Brighton Hove|

Brighton Hove and Sussex Sixth Form College (Hove, East)

If your school/college is not listed, tick the box below and type in the name of your school/college.

Can't find your school/college?

Set your subject preferences (you may well need to find nearby subject areas) and add **BHASVIC** – you will always be using **BRIGHTON HOVE AND SUSSEX SIXTH FORM COLLEGE (NOT BHASVIC)**



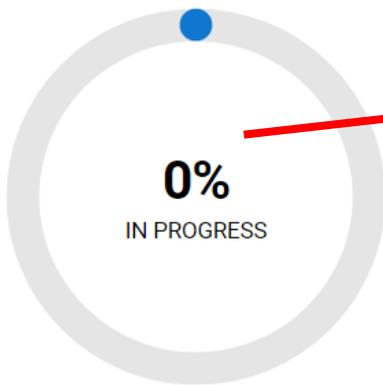
Click on go to my Hub

UCAS APPLICATION

2024 Undergraduate application

Your Personal ID number
1748940364

YOUR 2024 APPLICATIONS



[CONTINUE APPLICATION](#)

[+ Add application](#)

You will have an individual UCAS number – you will need this a LOT!

Keep a note of it on your phone

Start your application.

- 1. Choose UNDERGRADUATE**
- 2. Yes, you are applying through college**



Undergraduate

Degrees, HNDs, and HNCs

[Start 2023 application >](#)



Conservatoire

Undergraduate or postgraduate music, dance, drama, or musical theatre.

Applications not yet open

Are you applying from a school, college, or centre?

Yes

No

Enter the Buzzword from your school, college, or centre

Buzzwords are case-sensitive and will be given to you by your school, college or centre.

bhasvic24

Enter the Buzzword from your school, college, or centre

Your buzzword is for

Brighton Hove and Sussex Sixth Form College

205 Dyke Road,
Hove, East Sussex, BN3 6EG

Is this correct?

Yes

No

3. Use the BHASVIC buzzword which is **BHASVIC24**

4. Choose your correct tutor group from the list. This is important as your tutor will be involved in your contextual info later on.

You have linked your application to
Brighton Hove and Sussex Sixth Form College

Select group

NJF/NJF - Nikki Fabry

Save

You will complete your **PROFILE**.

Your **CHOICES** and **PERSONAL STATEMENT** WITH BE THE LAST THINGS TO **ADD**.

Application status

Centre information

Application linked to
Brighton Hove and Sussex Sixth Form
College

Group
NJF/NJF - Nikki Fabry

0/5

CHOICES

0%

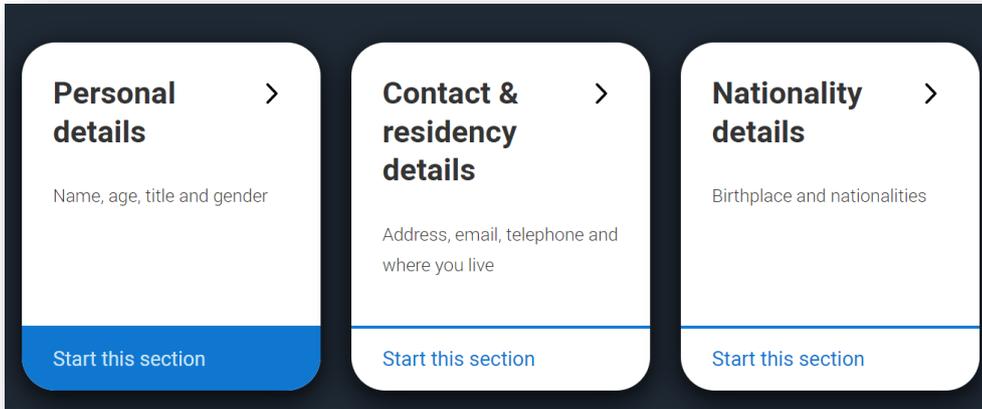
PROFILE

NOT STARTED

PERSONAL
STATEMENT

0%

Review and
submit



Title *

Mrs ▾

First name *

Tell us who you are. Make sure your name is as it appears on any official documents, such as your passport, birth certificate or driving licence.

Nicola Jayne

Last name *

Make sure your name is as it appears on any official documents, such as your passport, birth certificate or driving licence.

Fabry

Previous name(s)

Start adding your details.

VERY IMPORTANT

ADD YOUR FORMAL NAME INCLUDING ANY MIDDLE NAMES AS IT MATCHES YOUR PASSPORT.

Preferred name
Let us know what we should call you in our communications.

Date of birth *

Day Month Year

01 ▾	01 ▾	2000 ▾
------	------	--------

Here you can add your preferred name.

Also, date of birth.

Add your gender.

Add your correct address.

Mark the section as complete and save

Gender *
Select the gender you most identify with at this time. You can tell the university or college directly if you'd feel more comfortable identifying in another way, or if this changes.

Man Woman I use another term I prefer not to say

Add your correct address.

Mark the section as complete and save

Mark this section as complete *

You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

Save this section

Personal details

Contact and residency details

Nationality details

Supporting information

English language skills

Finance and funding

Education

Employment

Personal statement

Next section is contact details.

Address type *

UK address ▾

Address line 1 *

205 Dyke Road

Address line 2

Hove

Address line 3

East Sussex

Address line 4

Postcode *

BN3 6EG

Use the postcode look up and find your address on the list.

Do you want someone else to be able to act, or speak on your behalf, about your application? e.g. A parent, teacher, other relative or guardian. If you are using an agent, you can choose to enter their details.

You're able to enter details of someone you're happy to help manage your application - this is called nominated access.

Yes No

Full name of nominee *

The first and last name of your nominee. They will be asked this information when speaking to UCAS on your behalf.

Harry Fabry

Relationship to you *

How you know your nominee. They will be asked this information when speaking to UCAS on your behalf.

dad

IMPORTANT:
Nominated Access means that someone can speak to unis on your behalf. It is useful if you end up on holiday on results day. A trusted adult is usually recommended. **NOT BHASVIC staff.**

Residency details

Is your home address the same as your postal address? *

Yes No

Please select your area of permanent residence *

Your area of permanent residence refers to the area in which you normally live.

East Sussex

Residential category *

Please choose the option that most closely applies to you.

- UK Citizen - England
- UK Citizen - Scotland
- UK Citizen - Wales
- UK Citizen - Northern Ireland
- British Citizen - Channel Islands and Isle of Man
- British Citizen - British Overseas Territories
- EU National (non-UK Citizen)
- EEA or Swiss National
- Child of a Turkish Worker
- Refugee
- Humanitarian Protection or similar
- Settled in the UK
- Other

[Back to Personal details](#)

Mark this section as complete *

You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

Save this section

IMPORTANT: is your home address the same as where you get letters sent? (postal address – this is usually YES)

Area of permanent residence is where your people at home pay their council tax.

Brighton & Hove includes Portslade and West Saltdean.

East Sussex includes East Saltdean, Peacehaven to Hastings.

West Sussex includes Southwick and Shoreham and north of Brighton & Hove.

Please do this correctly

Personal details

Contact and residency details

Nationality details

Supporting information

English language skills

Finance and funding

Education

Employment

Personal statement

What is your country of birth? *

For the purpose of this question the UK includes the Channel Islands and the Isle of Man.

What is your nationality? *

If you're applying from outside the UK choose your nationality as it appears in your passport. If you have dual nationality and you need a visa to enter the UK, enter your first nationality as it is shown on the passport you intend to use when travelling to the UK for your course.

Dual nationality

If you have dual nationality, select your first nationality in the previous field and your second nationality here.

Mark this section as complete *

You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

Save this section

Add your country of birth and nationality as appropriate.

Save the Section (you will need to do this for every section.)

- Personal details
- Contact and residency details
- Nationality details
- Supporting information**
- English language skills
- Finance and funding
- Education
- Employment
- Personal statement

Have you ever lived or worked in the EU (excluding the UK), European Economic Area (EEA) or Switzerland? *

Do you have a parent, step parent, spouse or civil partner who is an EU (excluding the UK), EEA or Swiss national? *

Mark this section as complete *

You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

Save this section

Short section. Please make sure you answer ALL questions on the form.

Mark as complete and SAVE

- Personal details
- Contact and residency details
- Nationality details
- Supporting information
- English language skills**
- Finance and funding
- Education
- Employment
- Personal statement

English proficiency tests and exams are taken by students who don't speak English as their first language. Is English your first language?

This question is to find out whether you have taken an IELTS or TOEFL English proficiency test. The answer to this question is not passed on to your choices.

- If you click yes, you won't be asked any additional questions and can mark this section as complete.
- If you click no, and have taken English proficiency tests, you can add your certificate numbers and we'll pass them on to your chosen universities and colleges when you submit your application.
- If you click no and haven't completed any tests, for example because Welsh is your first language, you can leave the remaining fields blank and then mark this section as complete.

Yes No

Mark this section as complete *

You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

Save this section

Short section.

Don't worry if you English is NOT your first language and you haven't taken your proficiency tests. Universities will see your English GCSEs.

- Personal details
- Contact and residency details
- Nationality details
- Supporting information
- English language skills
- Finance and funding**
- Education
- Employment
- Personal statement

What will be your main source of funding for your studies? *

Select an option from the drop-down list to tell us how you expect to pay for your tuition fees. Most applicants from the UK, Channel Islands, Isle of Man, and those eligible EU students under the EU Settlement Scheme will be in the category UK, ChI, IoM, or EU student finance.

This guidance has been created based on [eligibility advice](#) from the Student Loans Company, and you should give your answer as guided. Universities and colleges are aware that EU applicants will be selecting the UK, ChI, IoM or EU student finance option.

If you require additional guidance, we recommend contacting [the UK Council for International Student Affairs](#).

UK, ChI, IoM or EU student finance services ▾

Student support arrangements

Tell us who will assess you for tuition fees, or how you will pay for your course. Please select the option which best describes your situation.

Complete

Mark this section as complete *

You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

VERY IMPORTANT COMMON ERROR:

Source of Funding should **ALWAYS** be

UK CHL IOM or EU Funding arrangements

NOT Private finance or NHS. This is **NOT** your student finance application.

Student support arrangements should MATCH your residency.

Your local authority will give you your student loan and it is where your people at home pay their council tax.

Brighton & Hove includes Portslade and West Saltdean.

East Sussex includes East Saltdean, Peacehaven to Hastings.

West Sussex includes Southwick and Shoreham and north of Brighton & Hove.

Equality monitoring

Ethnic origin *

White

What is your religion or belief?

No religion or belief

What is your sexual orientation?

Heterosexual

Do you identify as transgender?

No

These are very important sections regarding diversity and inclusion. Please complete as it will give universities information that can better support you at university.

✓ Personal details

✓ Contact and residency details

✓ Nationality details

✓ Supporting information

✓ English language skills

✓ Finance and funding

Diversity and inclusion

More about you

Education

Employment

Care support information

Have you been in care?

Select yes if you've ever lived in public care or as a looked-after child, including:

- with foster carers under local authority care
- in a residential children's home
- being 'looked after at home' under a supervision order
- living with friends or relatives in kinship care

Note: This does not refer to time spent in boarding schools, working in a care or healthcare setting, or if you are a carer yourself. Please note that eligibility for support may differ between higher education providers – we strongly recommend contacting the student support team in advance of making an application

For more information about answering this question read our [FAQs](#).

Yes No

Duration in care *

3 months - 1 year

Parental education

Do any of your parents, step-parents or guardians have any higher education qualification, such as a degree, diploma, or certificate of higher education?

No

Occupational background *

Please give the job title of your parent, step-parent, or guardian who earns the most, if you are under 21. If she or he is retired or unemployed, give their most recent job title. If you prefer not to give this information, please enter 'I prefer not to say'. If you are 21 or over, please give your own job title. If you can't find a match for the job title you want to enter, please choose the one closest to it.

Caretaker

State if you have ever been **care-experienced** – this may well flag you up for bursaries.

Please tell them if your parents went to uni. If not, it means you are a **First-Generation Scholar** and qualify for **Widening Participation**.

The More about you section is important. Please tell unis about any physical and mental health difficulties. They can put in place support when you get to uni. **It is IMPORTANT**. Do not worry that they will judge you for disclosing – they won't.

It will help them put support in place for you when you get to uni if you need it.

Every year, over 60,000 students with a physical and/or mental health condition, long term illness, or learning difference apply through UCAS to study at a university or college in the UK, and access a range of support available to help with their studies, day-to-day activities, travel, or lifestyle. Would you consider yourself as living with any of the following: *

None

A visual impairment uncorrected by glasses (e.g. blindness or partial sight)

A long-term illness or health condition which may involve pain or cause fatigue, loss of concentration or breathing difficulties – including any effects from taking medication

A mental health condition, challenge or disorder (e.g. anxiety or depression)

A physical impairment or challenges with mobility (e.g. climbing stairs or uneven surfaces), or dexterity (e.g. using a keyboard or laboratory equipment)

Two or more impairments or conditions (please give details in the box below)

A social, behavioural or communication impairment (e.g. an autistic spectrum condition or Tourette's Syndrome)

A learning difference (e.g. dyslexia, dyspraxia, or AD(H)D)

A hearing impairment (e.g. deafness or partial hearing)

A condition or impairment not listed (please give details in the box below)

Yes No

Do you have official refugee status or limited leave to remain, or are you seeking asylum?

No The UK government has granted me refugee status or humanitarian protection in the UK

I have limited leave to remain to remain in the UK I'm currently seeking asylum in the UK

- ✓ Personal details
- ✓ Contact and residency details
- ✓ Nationality details
- Supporting information
- ✓ English language skills
- ✓ Finance and funding
- ✓ Diversity and inclusion

More about you

- Education
- Employment
- Extra activities
- Personal statement

Would you consider yourself estranged from your contact with and supported by your parents)?

Yes No

Do you have any caring responsibilities?

Yes No

Are you a parent or do you have parenting responsibilities?

Yes No

Do you have official refugee status or limited leave seeking asylum?

- No
- The UK government has granted me refugee status or protection in the UK
- I have limited or discretionary leave to remain in the UK
- I'm currently seeking asylum in the UK

Are you estranged and living independently?

Please tell them.

Also asked is refugee status and whether you have been in receipt of Free College/School Meals.

All these might flag you up for bursaries and additional uni support.

- ✓ Personal details
- ✓ Contact and residency details
- ✓ Nationality details
- ✓ Supporting information
- ✓ English language skills
- ✓ Finance and funding
- Diversity and inclusion

More about you

- Education

Do you have a parent or carer who currently serves in the UK Armed Forces, or who has done so in the past?

Yes No

Have you ever served in the UK Armed Forces?

Yes No

Are you currently receiving free school meals, or have you been in receipt of free school meals during your secondary education?

Yes No Don't know

Mark this section as complete *

You must complete all mandatory fields in this section before you can mark it as complete. All sections must be marked as complete before you can send your application.

Free College/School Meals.

Includes the voucher scheme at BHASVIC.

✓ Personal details
 ✓ Contact and residency details
 ✓ Nationality details
 ✓ Supporting information
 ✓ English language skills
 ✓ Finance and funding
 ① Diversity and inclusion
 ✓ More about you
 Education

+
Add place of education

Unique Learner Number (ULN)
 This is a 10-digit number connected to a UK student's Personal Learning Record. You can find this on a qualification certificate or results slip. If you don't have a ULN, or don't know yours, please leave this blank. Scottish domiciled students do not have a ULN.

The Education section is probably the trickiest section and VERY important that you get it right.

Through this section you are telling universities what qualifications you are studying and what you have already.

Without this information they don't know what you are studying towards.

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

MH12345

Unique Learner Number (ULN)
 This is a 10-digit number connected to a UK student's Personal Learning Record. You can find this on a qualification certificate or results slip. If you don't have a ULN, or don't know yours, please leave this blank. Scottish domiciled students do not have a ULN.

123567890

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

Below honours degree level qualifications

VERY IMPORTANT COMMON ERRORS:

- **BTEC number:** Will only pop up if you enter a BTEC at secondary/college. You might find your BTEC numbers from secondary qualifications on your certificates – if not don't 'worry'. For BHASVIC BTECS we have your number. Email he@bhasvic.ac.uk and we can send it to you. This section will only appear if you enter BTECs.
- **ULN:** You must add your ULN (Unique Learner Number) – you can copy and paste it from your Personal Profile on Cedar
- **It is always Below Honours**

Add place of education

Name of the school, college, or university *

Longhill High School, Brighton

Exam centre number

This may be automatically filled in based on your school, college, or university

56150

Start date *

Month Year

09 2017

End date *

Month Year

06 2022

Type of study *

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 school, click yes.

All qualifications must be entered, even if you received an unsuccessful grade, if you failed 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 qualification achieved and once as a qualification with the result Pending.

Yes No

Save

Cancel

You will add usually **TWO** places of education.

Your secondary school and BHASVIC.

There is **NO NEED** to add any other places of education **UNLESS** you gained qualifications (this may be a music or dance school).

Use the correct dates. Usually 09/17-06/22.

There is **NO** need to enter any previous secondary schools if you didn't complete any qualifications (e.g. GCSEs) there.

Some you may have to manually enter (Kings) and some you will not have the exam centre code (PCS, Varndean).

Don't worry.

Longhill High School, Brighton

September 2017 - June 2022

Full time

Add qualification

Qualifications shortlist

+ BTEC Certificate (QCF)

+ BTEC Diploma (QCF)

+ BTEC

+ BTEC Subsidiary Diploma (QCF)

+ Extended Project (Level 3)

+ GCE

+ GCE Advanced Subsidiary

+ GCSE (Grade: 9-1)

+ GCE

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

+ LIBF Level 2 Award in Financial Education

+ Music Theory (AB

+ Pearson BTEC Level 3 National Certificate RQF (180) (2016 to Present)

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

+ Pearson BTEC Level 3 National Certificate RQF (360)

+ Pearson BTEC Level 3 National Extended Diploma RQF (1080) (2016 to Present)

+ Pearson BTEC Level 3 National Foundation Dip RQF (510-540) (2016 to Present)

+ Sports Leaders UK Level 3 Award in Higher Sports Leadership

+ WJEC Level 3 Applied Certificate in Criminology

+ WJEC Level 3 Applied Diploma in Criminology

Use the qualification shortlist when adding qualifications.

Most will be GCSEs and GCSE Double Award for combined/double science however lots of you will have studied other qualifications at school. We have a list of alternative qualifications to help you on the UCAS channel.

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

English Language

Qualification date *

Month Year

06 2022

Awarding organisation *

AQA

Grade *

9

Make sure your dates and grades are correct.

If you enter an error it could invalidate your application.

If any of our grades are wrong on Student Advantage, please take your certificate to CIS (ground floor College House) and they will amend it on the system. It is important our records match.

Module / Unit 1

Subject

Type and select the subject you studied

Qualification date

Month Year

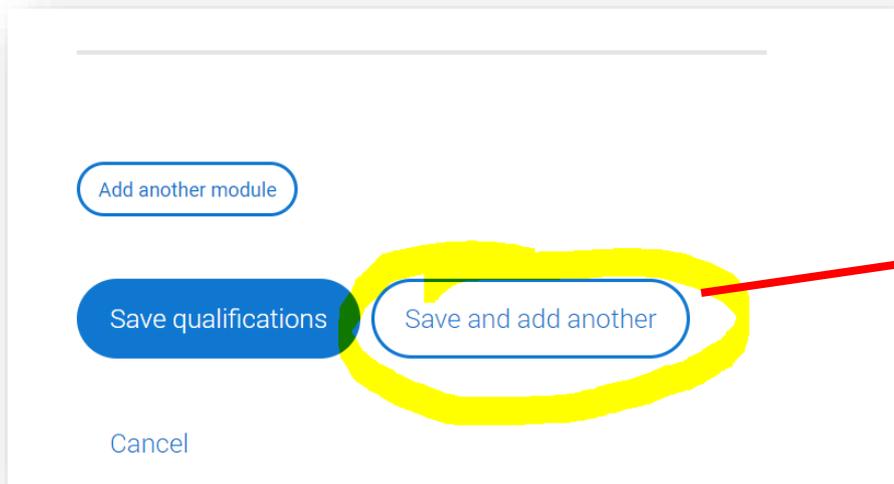
MM YYYY

Grade

Add another module

Don't enter any modules unless you have to.

Some BTECs require you too but generally NO NEED.



Great shortcut is to add another qualification if adding multiple GCSEs/A levels/BTECs

It should look a bit like this

Longhill High School, Brighton ... More

September 2017 - June 2022
Full time

[Add qualification](#)

GCSE (Grade: 9-1) in English Language ... More

Title	Grade	Awarding organisation	Qualification date
English Language	9	AQA	June 2022

Then add all your other qualifications.

Please check we have the **correct grades on advantage**. If not pop into CIS with your certificate/email results and ask them to change it. It is important they are correct on our system.

IMPORTANT: A very common error is to enter **Combined GCSE Science incorrectly.**

Use the correct button and choose the options that apply. The grades will then make sense.

Add qualification

To add a qualification either choose from the qualification shortlist or search for your qualification.

Qualifications shortlist

- + BTEC Certificate (QCF)
- + BTEC Diploma (QCF)
- + BTEC Extended Certificate (QCF)
- + BTEC Subsidiary Diploma (QCF)
- + Extended Project (Level 3)
- + GCE Advanced Level (A-Level)
- + GCE Advanced Subsidiary
- + GCSE (Grade: 9-1)
- + GCSE (Grade: A*-G)
- + **GCSE: Double Award (9-9 to 1-1)**
- + LIBF Level 2 Award in Financial Education
- + Music Qualification / Graded Theory (ABRSM and equivalent)
- + Pearson BTEC Level 3 National Certificate RQF (180) (2016 to Present)
- + Pearson BTEC Level 3 National Diploma RQF (720) (2016 to Present)
- + Pearson BTEC Level 3 National Extended Cert RQF (360) (2016 to Present)
- + Pearson BTEC Level 3 National Extended Diploma RQF (1080) (2016 to Present)
- + Pearson BTEC Level 3 National Foundation Dip RQF (510-540) (2016 to Present)
- + Sports Leaders UK Level 3 Award in Higher Sports Leadership
- + WJEC Level 3 Applied Certificate in Criminology
- + WJEC Level 3 Applied Diploma in Criminology

Add qualification

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 Science
- Combined sciences: Trilogy

Qualification date *

Month Year

06 2022

Awarding organisation *

AQA

Grade *

6-6

Longhill High School, Brighton

... More

September 2017 - June 2022

Full time

Add qualification

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

... More

Title	Grade	Awarding organisation	Qualification date
Combined Science	6-6	AQA	June 2022

GCSE (Grade: 9-1) in English Language

... More

Title	Grade	Awarding organisation	Qualification date
English Language	9	AQA	June 2022

Now add BHASVIC

remember Brighton Hove and Sussex Sixth Form College

NOT BHASVIC

Full-time with correct dates

Add place of education

Name of the school, college, or university *

brighton hove

Brighton Hove and Sussex Sixth Form College

Exam centre number

This may be automatically filled in based on your school, college, or university

Save

Cancel

Add place of education

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.

Save

Cancel

Should mostly look like this

Add place of education

Name of the school, college, or university *

Brighton Hove and Sussex Sixth Form College

Exam centre number

This may be automatically filled in based on your school, college, or university

56120

Start date *

Month Year
09 2022

End date *

Month Year
07 2024

Type of study *

Save

Cancel

Add qualification

To add a qualification either choose from the qualification shortlist or search for your qualification.

Qualifications shortlist

- + BTEC Certificate (QCF)
- + BTEC Diploma (QCF)
- + BTEC Extended Certificate (QCF)
- + BTEC Subsidiary Diploma (QCF)
- + Duke of Edinburgh Award
- + Extended Project (Level 3)
- + GCE Advanced Level (A-Level)
- + GCE Advanced Subsidiary
- + GCSE (Grade: 9-1)
- + GCSE (Grade: A*-G)
- + GCSE: Double Award (9-9 to 1-1)
- + LIBF Level 2 Award in Financial Education
- + Music Qualification - Graded Theory (ABRSM and equivalent)
- + Pearson BTEC Level 3 National Certificate RQF (180) (2016 to Present)
- + Pearson BTEC Level 3 National Diploma RQF (720) (2016 to Present)
- + Pearson BTEC Level 3 National Extended Cert RQF (360) (2016 to Present)
- + Pearson BTEC Level 3 National Extended Diploma RQF (1080) (2016 to Present)
- + Pearson BTEC Level 3 National Foundation Dip RQF (510-540) (2016 to Present)
- + Sports Leaders UK Level 3 Award in Higher Sports Leadership
- + WJEC Level 3 Applied Certificate in Criminology
- + WJEC Level 3 Applied Diploma in Criminology

**Use the
qualification
shortlist**

**A levels: Pending
June 2024**

**Use the shortcut
button**

**Please note that
BTECs are more
complex.**

**List of Exam
boards on the
next page.**

AQA	Edexcel	OCR	Eduqas
Art & Design (Fine Art)	English Lang & Lit	Chemistry	Biology
Art & Design (Graphic Communication)	Geography	Classical Civilisation	Drama & Theatre Studies
Art & Design (Photography)	History (Early Modern/Modern is just History)	Computer Science	English Literature
Art & Design (Textiles)	History of Art	English GCSE at BHASVIC	Film Studies
Business	Maths (single, further, double)	Law	Media Studies
Dance	Maths GCSE at BHASVIC	PE	Music
Economics	Politics	Physics	
English Language		Religious Studies	
Environmental Science		Sociology	
French			
German			
Law			
Philosophy			
Psychology			
Spanish			

COMMON ERRORS:

Visual Arts need to be in the correct format
(see AQA list e.g. Art & Design (Fine Art))

History EM or Modern is just **History**

Double Maths will be entered Mathematics for
2023 (with grade when gained, pending for now
if completing before results day) and Further
Mathematics for 2024 (pending)

Politics is just Politics (NOT Govt & Politics)

A levels

**06/24 ending
like this**

**Add pending for
those not taken
(all apart from
double maths
students)**

Brighton Hove and Sussex Sixth Form College

... More

September 2022 - July 2024

Full time

Add qualification

GCE Advanced Level (A-Level) in Art & Design: Fine Art

... More

Subject	Awarding organisation	Grade	Qualification date
Art & Design: Fine Art	AQA	Pending	June 2024

GCE Advanced Level (A-Level) in Art & Design: Graphic Communication

... More

Subject	Awarding organisation	Grade
Art & Design: Graphic Communication	AQA	Pending

Qualification date
June 2024

GCE Advanced Level (A-Level) in Art & Design: Photography

... More

Subject	Awarding organisation	Grade	Qualification date
Art & Design: Photography	AQA	Pending	June 2024

GCE Advanced Level (A-Level) in Art & Design: Textiles

... [More](#)

Subject	Awarding organisation	Grade	Qualification date
Art & Design: Textiles	AQA	Pending	June 2024

GCE Advanced Level (A-Level) in Drama and Theatre Studies

... [More](#)

Subject	Awarding organisation	Grade	Qualification date
Drama and Theatre Studies	Eduqas	Pending	June 2024

GCE Advanced Level (A-Level) in History

... [More](#)

Subject	Awarding organisation	Grade	Qualification date
History	Edexcel	Pending	June 2024

GCE Advanced Level (A-Level) in Politics

... [More](#)

Subject	Awarding organisation	Grade	Qualification date
Politics	Edexcel	Pending	June 2024

**BTECS are more complex depending on your subject. Please read carefully:
BTEC National Certificate (Year 1) & Extended Certificate (year2)**

**Health and Social Care
Applied Law
IT
Computing
Business**

**You will enter two qualifications: National Cert June 2023 with grade
Extended National Cert June 2024 pending NO need to add Modules
(+BTEC number)**

Qualifications shortlist

- + BTEC Certificate (QCF)
- + BTEC Diploma (QCF)
- + BTEC Extended Certificate (QCF)
- + BTEC Subsidiary Diploma (QCF)
- + Duke of Edinburgh Award
- + Extended Project (Level 3)
- + GCE Advanced Level (A-Level)
- + GCE Advanced Subsidiary
- + GCSE (Grade: 9-1)
- + GCSE (Grade: A*-G)
- + GCSE: Double Award (9-9 to 1-1)
- + LIBF Level 2 Award in Financial Education
- + Music Qualification - Graded Theory (ABRSM and equivalent)
- + Pearson BTEC Level 3 National Certificate RQF (180) (2016 to Present)
- + Pearson BTEC Level 3 National Diploma RQF (720) (2016 to Present)
- + Pearson BTEC Level 3 National Extended Cert RQF (360) (2016 to Present)
- + Pearson BTEC Level 3 National Extended Diploma RQF (1080) (2016 to Present)
- + Pearson BTEC Level 3 National Foundation Dip RQF (510-540) (2016 to Present)
- + Sports Leaders UK Level 3 Award in Higher Sports Leadership
- + WJEC Level 3 Applied Certificate in Criminology
- + WJEC Level 3 Applied Diploma in Criminology

Pearson BTEC Level 3 National Extended Cert RQF (360) (2016 to Present) in Applied Law

... More

Title	Awarding organisation	Grade	Qualification date
Applied Law	Pearson	Pending	June 2024

Pearson BTEC Level 3 National Certificate RQF (180) (2016 to Present) in Applied Law

... More

Title	Grade	Awarding organisation	Qualification date
Applied Law	D	Pearson	June 2023

Qualifications shortlist

- + BTEC Certificate (OCF)
- + BTEC Diploma (OCF)
- + BTEC Extended Certificate (OCF)
- + BTEC Subsidiary Diploma (OCF)
- + Duke of Edinburgh Award
- + Extended Project (Level 3)
- + GCE Advanced Level (A-Level)
- + GCE Advanced Subsidiary
- + GCSE (Grade: 9-1)
- + GCSE (Grade: A*-G)
- + GCSE: Double Award (9-9 to 1-1)
- + LIBF Level 2 Award in Financial Education
- + Music Qualification - Graded Theory (ABRSM and equivalent)
- + Pearson BTEC Level 3 National Certificate RQF (180) (2016 to Present)
- + Pearson BTEC Level 3 National Diploma RQF (720) (2016 to Present)
- + Pearson BTEC Level 3 National Extended Cert RQF (360) (2016 to Present)
- + Pearson BTEC Level 3 National Extended Diploma RQF (1080) (2016 to Present)
- + Pearson BTEC Level 3 National Foundation Dip RQF (510-540) (2016 to Present)
- + Sports Leaders UK Level 3 Award in Higher Sports Leadership
- + WJEC Level 3 Applied Certificate in Criminology
- + WJEC Level 3 Applied Diploma in Criminology

Criminology

You will ether both
the Applied
Certificate – June
2023 plus grade
Applied diploma
June 2024
pending

WJEC Level 3 Applied Certificate in Criminology

... More

Grade	Awarding organisation	Qualification date
A	WJEC	June 2023

WJEC Level 3 Applied Diploma in Criminology

... More

Awarding organisation	Grade	Qualification date
WJEC	Pending	June 2024

Qualifications shortlist

+ BTEC Certificate (QCF)	+ BTEC Diploma (QCF)	+ BTEC Extended Certificate (QCF)
+ BTEC Subsidiary Diploma (QCF)	+ Duke of Edinburgh Award	+ Extended Project (Level 3)
+ GCE Advanced Level (A-Level)	+ GCE Advanced Subsidiary	+ GCSE (Grade: 9-1)
+ GCSE (Grade: A*-G)	+ GCSE: Double Award (9-9 to 1-1)	+ LIBF Level 2 Award in Financial Education
+ Music Qualification - Graded Theory (ABRSM and equivalent)	+ Pearson BTEC Level 3 National Certificate RQF (180) (2016 to Present)	+ Pearson BTEC Level 3 National Diploma RQF (720) (2016 to Present)
+ Pearson BTEC Level 3 National Extended Cert RQF (360) (2016 to Present)	+ Pearson BTEC Level 3 National Extended Diploma RQF (1080) (2016 to Present)	+ Pearson BTEC Level 3 National Foundation Dip RQF (510-540) (2016 to Present)
+ Sports Leaders UK Level 3 Award in Higher Sports Leadership	+ WJEC Level 3 Applied Certificate in Criminology	+ WJEC Level 3 Applied Diploma in Criminology

MUSIC BTEC

Foundation diploma

You will enter June 2024 pending

(+BTEC number)

Creative Media

Is the BTEC Subsidiary Diploma above June 2024 pending (+BTEC number)

Qualifications shortlist

BTEC Certificate (QCF)	+ BTEC Diploma (QCF)	+ BTEC Extended Certificate (QCF)
+ BTEC Subsidiary Diploma (QCF)	+ Extended Project (Level 3)	+ GCE Advanced Level (A-Level)

Qualifications shortlist

+ BTEC Certificate (QCF)

+ BTEC Diploma (QCF)

+ BTEC Extended Certificate (QCF)

+ BTEC Subsidiary Diploma (QCF)

+ Duke of Edinburgh Award

+ Extended Project (Level 3)

+ GCE Advanced Level (A-Level)

+ GCE Advanced Subsidiary

+ GCSE (Grade: 9-1)

+ GCSE (Grade: A*-G)

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

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

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

+ Pearson BTEC Level 3 National Extended Diploma RQF (1080) (2016 to Present)

+ Pearson BTEC Level 3 National Foundation Dip RQF (510-540) (2016 to Present)

+ Sports Leaders UK Level 3 Award in Higher Sports Leadership

+ WJEC Level 3 Applied Certificate in Criminology

+ WJEC Level 3 Applied Diploma in Criminology

Sport & Sport & Exercise Science

For **SINGLE** sport it is the **National Extended Certificate**

June 2024 pending

Qualifications shortlist

+ BTEC Certificate (QCF)

+ BTEC Diploma (QCF)

+ BTEC Extended Certificate (QCF)

+ BTEC Subsidiary Diploma (QCF)

+ Duke of Edinburgh Award

+ Extended Project (Level 3)

+ GCE Advanced Level (A-Level)

+ GCE Advanced Subsidiary

+ GCSE (Grade: 9-1)

+ GCSE (Grade: A*-G)

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

+ LIBF Level 2 Award in Financial Education

+ Music Qualification - Graded Theory (ABRSM and equivalent)

+ Pearson BTEC Level 3 National Certificate RQF (180) (2016 to Present)

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

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

+ Pearson BTEC Level 3 National Extended Diploma RQF (1080) (2016 to Present)

+ Pearson BTEC Level 3 National Foundation Dip RQF (510-540) (2016 to Present)

+ Sports Leaders UK Level 3 Award in Higher Sports Leadership

+ WJEC Level 3 Applied Certificate in Criminology

+ WJEC Level 3 Applied Diploma in Criminology

Sport & Sport & Exercise Science

For **DOUBLE** sport it is the **BTEC National Diploma**

June 2024 pending

Level 2 Financial Education Portfolio and Music Theory

Also need adding – you will need to add level for Music Theory and some modules for Financial Education.



Extended Project

Add your Extended Project with your subject area



Extended Project (Level 3) in The economics of Brexit

... More

Subject	Awarding organisation	Grade	Qualification date
The economics of Brexit	Edexcel	Pending	June 2024

To add Duke of Edinburgh Award (at BHASVIC or in secondary)

Add qualification

To add a qualification either choose from the qualification shortlist or search for your qualification.

Qualifications shortlist

Buttons for selecting a qualification from the shortlist:

- + BTEC Certificate (QCF)
- + BTEC Diploma (QCF)
- + BTEC Extended Certificate (QCF)
- + BTEC Subsidiary Diploma (QCF)
- + Duke of Edinburgh Award**
- + Extended Project (Level 3)

Add qualification

Duke of Edinburgh Award

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

Qualification date *

Month Year

05 2024

Level *

Gold

Grade *

Pending

Save qualifications

And the correct dates and grades for your award

Recovery Courses & Others

You will also need to add Sports leadership if you are studying it. Also, AS Sociology or Graphics and EPQ Artefact as recovery courses and any GCSEs you are retaking in A2

Qualifications shortlist

+ BTEC Certificate (QCF)

+ BTEC Diploma (QCF)

+ BTEC Extended Certificate (QCF)

+ BTEC Subsidiary Diploma (QCF)

+ Extended Project (Level 3)

+ GCE Advanced Level (A-Level)

+ GCE Advanced Subsidiary

+ GCSE (Grade: 9-1)

+ GCSE (Grade: A*-G)

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

+ LIBF Level 2 Award in Financial Education

+ Music Qualification - Graded Theory (ABRSM and equivalent)

+ Pearson BTEC Level 3 National Certificate RQF (180) (2016 to Present)

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

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

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+ Sports Leaders UK Level 3 Award in Higher Sports Leadership

+ WJEC Level 3 Applied Certificate in Criminology

+ WJEC Level 3 Applied Diploma in Criminology

Courses and qualifications outside BHASVIC.

You can add any other qualifications that you have gained outside college e.g. dance, drama, music.

You will need to add another institution (please do not add under BHASVIC).

This is easy if they are listed but often they are not. You will need to type in a name or type not listed (for example if a private tutor)

Name of the school, college, or university *

Brighton Dance School

No matches found

Add Brighton Dance School

Exam centre number

This may be automatically filled in based on your school, college, or university



Centre number has not been entered. If the search facility does not have a centre number you can leave it blank. The warning message will remain



Centre number has not been entered. If the search facility does not have a centre number you can leave it blank. The warning message will remain

Add place of education

Name of the school, college, or university *

Not listed

No matches found

Add Not listed

Exam centre number

This may be automatically filled in based on your school, college, or university

Add the dates roughly you attended – make sure the dates cover your qualification dates.

Add part time and yes you will gain qualifications.

Then save.

Add place of education

05 2013

End date *

Month Year

12 2024

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

Search and add your qualifications

Search for your qualifications

Please search for the qualification title, eg 'A level' and not the subject, eg 'chemistry'.

Overseas qualifications will be listed alphabetically under the name of the country they were taken in.

Search 'other' to see the full qualifications list.

Search by name

[LAMDA Cert in Speech and Drama: Perf Studies \(PCert LAM\)](#)

[LAMDA Level 3 Certificate in Shakespeare](#)

[PCert LAM \(LAMDA Cert in Speech and Drama: Perf Studies\)](#)

Not listed

... More

May 2022 - June 2024

Part time

- ! The details you have entered show that you have attended two or more different schools or colleges at the same time. If this is correct, please ignore this warning message.

Add qualification

RSL Level 3 Certificate in Graded Examination in Music Performance - Grade 6 in Violin

... More

Title	Level	Grade	Qualification date
Violin	Level 3	Pending	July 2024

Certificate in Graded Examination in Dance: Grade 8 in Streetdance

... More

Title	Awarding organisation	Grade	Qualification date
Streetdance	BBO	Pending	May 2024

LAMDA Level 3 Certificate in Shakespeare

... More

Grade	Awarding organisation	Qualification date
Distinction	LAMDA	March 2022

EX-STUDENTS ONLY – retakes

If retaking an exam in June 2024 then you will need to add Brighton Hove and Sussex Sixth Form College again

NOT BHASVIC

as a part-time college with your retake details – like this

Ignore the warning message if it comes up.

Add place of education

Name of the school, college, or university *

Brighton Hove and Sussex Sixth Form College

Exam centre number

This may be automatically filled in based on your school, college, or university

56120

Start date *

Month Year

05

2024

End date *

Month Year

06

2024

Type of study *

Save

Cancel

Brighton Hove and Sussex Sixth Form College

More

May 2024 - June 2024

Part time

! The details you have entered show that you have attended two or more different schools or colleges at the same time. If this is correct, please ignore this warning message.

Add qualification

Brighton Hove and Sussex Sixth Form College

... More

May 2024 - June 2024

Part time

- ! The details you have entered show that you have attended two or more different schools or colleges at the same time. If this is correct, please ignore this warning message.

Add qualification

GCE Advanced Level (A-Level) in Mathematics

... More

Subject	Awarding organisation	Grade	Qualification date
Mathematics	Edexcel	Pending	June 2024

Tesco

Cashier

Company/organisation address 22 Dyke Road Hove

Start date 05/2021

Finish date

Was/is your position full time or part time? Part time

... More

Employment

ADD any **PAID** employment.

Voluntary work will go into your personal statement. If still working leave the finish date blank.

Extra Activities

These DO NOT include OPEN DAYS.

It does include summer schools, taster days and online activities that you have booked.

✓ Nationality details

✓ Supporting information

✓ English language skills

✓ Finance and funding

ⓘ Diversity and inclusion

✓ More about you

ⓘ Education

ⓘ Employment

Extra activities

Personal statement

Extra activities

Have you attended an activity to prepare you for higher education?

Please select any activity you have taken part in to prepare for higher education. For example: national or regional schemes, university-run programmes, summer schools, campus days, taster courses, and booster courses. You can also use your personal statement to include more details about the activities you took part in, the skills you learned, and how this prepared you for higher education.

Note: Open days are not relevant to this question.

If you haven't attended any such activity, please leave this sections blank.

If this section is relevant to you, please provide the following details:

+
Add activity

Personal Statement

You will very likely add your statement and choices as the last things you do before completing your form.

Before you attend an Apply session (UCAS groups) it is useful if you can add a first draft of a personal statement and at least one choice.

You may well need to preview before you save.

Our guide to [writing your personal statement](#) (opens in a new window) should help you complete this section.

We strongly recommend you write the statement using a word-processor and paste it in to your application.

You can type your statement directly into the box or edit a statement you have pasted in.

Personal statement *

Your completed statement must be between 1,000 and 4,000 characters (maximum 47 lines) including spaces.

Choices

REALLY IMPORTANT

GET YOUR COURSE CHOICE CORRECT WITH THE COURSE CODE

WE ONLY NEED ONE CHOICE PUT INTO THE FORM SO WE CAN PROCESS YOUR FORM. ONCE WE HAVE PROCESSED YOU CAN ADD ANY MORE CHOICES 1 AT A TIME ON UCAS TRACK AT HOME.

YOU CANNOT CHANGE YOUR CHOICES AFTER 14 DAYS OF YOUR UCAS WELCOME EMAIL.

Application status

Centre information
Application linked to Brighton Hove and Sussex Sixth Form College
Group NJF/NJF - Nikki Fabry

0/5 CHOICES

64% PROFILE

NOT STARTED PERSONAL STATEMENT

54% Review and submit

Your choices

+ Add choice

Add choice

University/college name *
University of Brighton

Course *
Nursing (Child)
Course code: B730

Location *
Course campus location
Brighton

Start date *
If you are selecting a deferred start date, please confirm this with the university or college before you apply
23 September 2024

Further details
You only need to provide information here if your chosen university or college has asked you to.

Further details
You only need to provide information here if your chosen university or college has asked you to.
WP

Point of entry
This tells the universities and colleges which year of the course you want to start. If you don't select a year, you will be considered for the first year of the course.
If you've spoken to your chosen university or college and they are willing to consider your application to start the course after the first year, please enter the year you wish to start, e.g. 2nd year.
1st year

Live at home while studying? *
 Yes No

If you **DON'T** want to take a gap year your start date will be **Sept 2024**

If you are deferring entry then you will choose **2025**.

If you are Widening Participation please put WP in the further details box.

Add whether you are living at home or not then save.

WELL DONE FOR USING THE HELPSHEET

You have completed the UCAS apply form

Oxbridge/Medics you will be checked over the summer

UCAS you will complete this yourself at home and then come along with a completed application you can access (phone is fine) to an APPLY session at lunchtimes after 15/10/23 to go through it and check it is all correct.

It is vital it is correct when it is sent off

For better offers

More money if you are entitled to it

Help and support at uni