



**KIRKLEES  
COLLEGE**

# **PARENTS/CARERS INFO BOOKLET**

**HIGHER SKILLS, HIGHER EDUCATION AND DEGREE  
LEVEL STUDY AT COLLEGE AND UNIVERSITY**

**2024 ENTRY**

## ABOUT THE PARENTS INFO BOOKLET

This booklet is a brief guide for parents and carers about what Higher Education (HE) and Higher Skills is, as well as the application process and costs involved. It offers tips on how to help your young person make well informed and realistic choices about their next steps, and a list of deadline dates in an Applications Calendar.

## WHAT IS HE?

Students can progress onto Higher Education (HE) after completing a qualification at level 3, for example a BTEC, T Level, A Levels, or equivalent.

Your young person will apply for HE courses through the Universities and Colleges Admissions Service (UCAS) or direct.

The Higher Education qualifications they could apply for include degrees, Higher National Certificates/Diplomas (HNC/HND), a Diploma of Higher Education (DipHE), or a foundation degree depending on how long they would like to spend at university, what level qualification they need to get into their chosen career and what their predicted grades are.

Entry requirements vary so it is very important that your young person knows what these are for each course they're applying for and if they are predicted to meet them.

Many HE institutions use the UCAS tariff. For more information about this and entry requirements for each HE course, visit [www.ucas.com](http://www.ucas.com)



## HOW YOU CAN HELP

There are over 37,000 undergraduate courses to choose from so doing lots of research is the key to choosing the right course. You can help your young person to make informed and realistic choices by helping them with their research and talking to them about the information they have received.

### Research online

Search for undergraduate courses at universities and colleges on [www.ucas.com](http://www.ucas.com). This website gives a summary about what each course involves, entry requirements, fees and dates of when to apply. Follow a link from the UCAS search tool to the institution's own website to find more detailed information about the course, the campus and their facilities.

### Tasters

Encourage your young person to attend a taster session to give them a real feel of what it would be like, especially if it is a subject they have never studied before.

### Open days

Help your young person to decide if they would feel happy studying at a particular university or college, and possibly living in

that area, by taking them along to an open day. This will give them the chance to have a look around both the institution and the accommodation as well as speak to the staff who will be teaching them. Use the UCAS open days search tool [www.ucas.com/opendays](http://www.ucas.com/opendays) for upcoming dates.

### UCAS exhibitions

If you can't take your young person to visit all the Higher Education institutions they are interested in then take them along to a free UCAS exhibition. This will give them the opportunity to speak to lots of universities and colleges all in one place. For more details and how to book your place see [www.ucas.com/ucas/events-exhibitions](http://www.ucas.com/ucas/events-exhibitions).



## THE UCAS APPLICATION

Most applications for Higher Education courses at universities and colleges are made through UCAS. There are twelve sections to the application form. Watching a short video guide at [www.ucas.com/fillinginyourapplication](http://www.ucas.com/fillinginyourapplication) will help you and your young person to understand how to complete each one in detail.

A few things to note include:

### Registration

All students making an 2024 application will need to create an account in the UCAS Hub on [www.ucas.com](http://www.ucas.com). After registering their details, an email will be sent to them with a code to verify their email address. Before making an application they need the Kirklees College 'buzzword' which they can get from their tutor.

### Contact and residency details

On this part of the form your young person can grant you nominated access so that you can speak to UCAS on their behalf.

### Choices

Applicants can make up to five course choices (or four in the case of veterinary science, dentistry, or medicine). For 2024 entry it will cost £27

Students on bursary can seek help paying for this fee from student finance.

### Education

The dates and results of all completed qualifications are required as well as predicted grades for any pending qualifications. It is important that applicants provide information about any maths and English qualifications they are taking as well as their main subject area.

### Personal statement

This part of the form is where prospective students have to convince the college or university to offer them a place and is often the bit that students find to be the most difficult and time consuming. They can use up to 4,000 characters to explain their reasons for choosing the course, their career aims and the skills, qualities and experiences that make them not only right for the course but show their ability to complete it successfully.

Look at the UCAS video [www.ucas.com/personalstatement](http://www.ucas.com/personalstatement) for tips on what to include and how to structure it.

## WHAT HAPPENS ONCE THE APPLICATION HAS BEEN SENT?

Once they've sent their completed application, UCAS will send them a welcome email which will include details of what to do next.

Your young person application will be checked by UCAS for plagiarism and then sent onto their chosen institutions. The HE institutions only get to see the applications that are meant for them and

cannot see where else the applicant has applied to.

Each institution will offer them a place or let them know they have been unsuccessful. Some students may be invited for interview before a decision is made. Progress on their application and decisions by the institutions can be checked in their UCAS Hub.

## REPLYING TO OFFERS

Once they have received a decision from each institution they've applied to, they must remember to accept or decline any offers made by the deadline date given.

They can hold onto two offers, one as their firm choice and the other as their insurance choice. Their insurance choice should usually be one asking for lower grades.

## WHAT HAPPENS IF THEY DON'T RECEIVE ANY OFFERS?

**Extra** - Your young person will be eligible for Extra if they have applied for five courses, but received no offers or they have declined all offers received. It means they can apply for other courses that still have places available before the Clearing process starts in July. If they are eligible for Extra, this will be shown in the UCAS Hub. They can only apply for one course at a time through Extra so they need to contact the university or college to see if they will consider them before they apply for a new course choice. Vacancies can be found on the UCAS website.

their firm and insurance choices, so have lost these places, or have not applied to Higher Education through UCAS until now. Universities and colleges will advertise the vacancies they have left through Clearing on [www.ucas.com](http://www.ucas.com). Your child will need to ring the university or college directly about getting a place on the course so they should be ready to explain why they think it will be suitable.

**Clearing** - Clearing opens on the 5 July and is available to students who still don't have any offers from universities or colleges, have not met the conditional offers of



## PAYING FOR HIGHER EDUCATION

**Tuition fees** - Currently, universities and colleges can charge up to £9,250 a year for full-time courses.

Fees don't have to be paid up-front. Students can take out a Tuition Fee Loan to cover all or part of their fees.

**Maintenance loans** - Maintenance loans cover living costs, such as accommodation, travel and food. The amount your young person can borrow depends on your household income and whether they will be living at home or away whilst studying. You will need to declare your household income to receive the maximum amount available.

**Applying for student loans** - Your young person can usually apply for student finance in February. They do not need to wait to receive offers from universities and colleges before applying. They may need some help to provide their supporting evidence and send off their signed declaration for their application to be processed swiftly.

**Repayment** - The amount they pay back each month is based on their earnings rather than how much they have borrowed. Currently, they do not pay anything back until they are earning over £25,000 a year at which point they pay 9% of their income above that amount. This money is taken straight out of their wages by PAYE. Student finance loans do accrue interest, however any outstanding debt still owed after 40 years is written off. Please check this website for more details <https://www.gov.uk/repaying-your-student-loan/what-you-pay>

**Help with finance** - Extra financial help may be available if your young person has a disability, if they are leaving care, and for students with children or dependent adults. Bursaries and scholarships are also available at many universities. Students applying for pre-registration health courses may be eligible for the NHS Bursary Scheme.

For more information contact universities directly or visit: Student Finance England [www.gov.uk/student-finance](http://www.gov.uk/student-finance) and Student Loans Company [www.slc.co.uk](http://www.slc.co.uk).



## WHERE TO GO FOR HELP

There are so many different options nowadays that it can sometimes be difficult to decide which path to take.

**College Careers Team** - Encourage your young person to book an appointment with a careers adviser in college, via the VLE (Log onto the VLE and go to 'Careers Appointments and Information'). The team can provide information, advice and guidance about higher education as well as all other options, such as apprenticeships. You can also contact the Careers Team by telephone on 01484 437000 ext 7406 or email [careersguidance@kirkleescollege.ac.uk](mailto:careersguidance@kirkleescollege.ac.uk).

 Follow us on Facebook, Kirklees College Careers

## OTHER USEFUL WEBSITES AND TELEPHONE NUMBERS

Students can use the "Careers Appointments and Information" page on the college VLE to access information and resources on Higher Education and student finance.

[www.discoveruni.gov.uk](http://www.discoveruni.gov.uk)  
[www.thecompleteuniversityguide.co.uk](http://www.thecompleteuniversityguide.co.uk)  
[www.push.co.uk](http://www.push.co.uk)  
[www.theuniguide.co.uk](http://www.theuniguide.co.uk)  
UCAS Undergraduate applications 0371 468 0 468  
UCAS Conservatoire applications 0371 468 0 470  
Student Finance England 0300 100 0607

## HIGHER EDUCATION COURSES WITH KIRKLEES COLLEGE

Our range of Higher Education and Higher Skills courses mean you can find a higher level course right on your doorstep - ideal if you would prefer to live at home or need to fit in your learning around other commitments.

You can choose to do a Higher National Certificate (HNC) qualification over one year full-time or two years part-time.

On completion you have a Level 4 qualification and can choose to go on to the Higher National Diploma (HND) for a further year's study. Or if you want to do a degree, you may be able to go to university and join the course part-way through.

If you're not sure how long you can commit to a course or if it is definitely what you want to do, the HNC gives you the flexibility. After a year you have a qualification – you wouldn't get that if you only completed the first year of a degree.

We are also delighted to be offering two new foundation degrees with the University of Lancashire (UCLAN) in Business Management and Computer Science.

### We can offer:

- Lower course fees than university, and financial support available to help with costs.
- Flexible programmes to fit your need.
- Smaller class sizes and high levels of tutor support.



## 2024/25 HIGHER EDUCATION AND HIGHER SKILLS COURSES AT KIRKLEES COLLEGE

### Our courses

- Access to HE
- Business and Professional
- Computing
- Construction
- Counselling
- Creative Industries
- Engineering
- Health & Social Care
- Hair & Beauty
- Hospitality & Catering
- Professional qualifications
- Teacher Education
- Travel & Tourism

Please visit [www.kirkleescollege.ac.uk](http://www.kirkleescollege.ac.uk) for more detail.



## APPRENTICESHIPS

Kirklees College is one of the leading apprenticeship providers in the UK. We train approximately 1,000 apprentices over 30 occupational areas. Our apprentices are employed at over 1,000 companies throughout West Yorkshire.

A higher apprenticeship will provide you with an opportunity to gain a qualification at level 4 and above whilst being employed and earning a wage throughout the course. As an apprentice, you will also gain a head start in your chosen profession by learning the skills that employers want.

As training costs are co-funded by the government and the employer, an apprenticeship can also be a more cost-effective progression route without any debt.

Working in partnership with local and national employers, our specialist teaching team will train you to excel in the industry and equip you with specific skills and knowledge to perform your job role to the highest level.

Some of the higher apprenticeships for 2024/25 include:

### Apprenticeship areas

- Computing
- Engineering
- Business
- Teacher Education

For current vacancies, visit [www.kirkleescollege.ac.uk/apprenticeships](http://www.kirkleescollege.ac.uk/apprenticeships)

## APPLICATIONS CALENDAR 2023/24

<b>15 December 2023</b>	Internal deadline for UCAS applications. Completed applications DO NOT get sent to UCAS until a tutor has added a reference.
<b>31 January 2024</b>	Deadline for most undergraduate courses.
<b>February 2024</b>	Applications for Student Finance can be made.
<b>28 February 2024</b>	UCAS Extra opens.
<b>March 2024 onwards</b>	Use UCAS Hub to respond to offers being made or they could be lost.
<b>31 May 2024</b>	Recommended deadline for applications to Student Finance in order to guarantee payment at the beginning of term.
<b>30 June 2024</b>	Last date for receipt of 'late' applications to UCAS. All applications received after this date go straight into Clearing.
<b>4 July 2024</b>	Last date to apply in Extra for 2024 entry.
<b>5 July 2024</b>	Clearing opens. Vacancies are shown on the UCAS website.
<b>August 2024</b>	All students will have their qualification results. Return confirmation if accepted by chosen university. Enter Clearing if rejected by chosen universities.
<b>September 2024</b>	Clearing continues.



## Why don't you study at the new Pioneer Higher Skills Centre?

- Flexible HNC/HND programmes
- Higher apprenticeships
- Professional courses



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