

<b>Lesson Plan</b>		<b>Topic</b>	Introduction to UCAS	<b>Year Group</b>	Y12- Y13
<b>Objectives</b>		<ul style="list-style-type: none"> <li>• By the end of the session, students will be aware of what UCAS is and how to complete a UCAS application.</li> <li>• Student will understand key UCAS terminology.</li> <li>• Students will be aware of the UCAS timeline.</li> </ul> <p><u>Extended Session:</u> Student will register for UCAS and complete the personal details section.</p>			
<b>New / Keywords</b>		UCAS, tariff points, deferral, conditional offer, unconditional offer, extra, firm, insurance, clearing, adjustment.			
<b>Materials</b>		Presentation, worksheet			
<b>Teaching &amp; Learning</b>	<b>Introduction</b> (10 mins)	<p><u>Icebreaker:</u> Quiz about UCAS (See presentation) Explain to students that UCAS is a centralised admissions services used by UK Higher Education Institutions (HEIs). Explain that it also a useful website for searching for courses and finding out information regarding university such as student finance.</p>			
	<b>Development</b> (20-45 mins)	<p><u>Act 1: The Lingo</u> – Discuss the key terminology used by UCAS and what it means.</p> <p><u>Act 2: The Website</u> -Review the features on the UCAS website including its event and course search function. If possible, complete a live demo with the students on the actual website.</p> <p><u>Act 3: The Application Process</u> -Review the 12 different sections of the application process. Discuss the importance of each section and the information that the students will need to find out. Inform the students that do not need to complete the application at once but can come back and update the information as they progress. -Link to example application: <a href="https://www.ucas.com/file/131431/download?token=LLf-qDOM">https://www.ucas.com/file/131431/download?token=LLf-qDOM</a></p> <p><u>Act 4: Stage &amp; Timetable review</u> -Repeat the ABC activity with other celebrities (either from the presentation or on the sheets). Have a student select the course and have all students write an ABC.</p> <p><u>Act 4.5: Register for UCAS</u> -Depending on time and access to computers get students to register for UCAS and fill in the sections of the application form that they already have the information for e.g. GCSE grade, personal information etc. - If students do not wish to register request that they use the search function to start to look for some courses.</p>			

The University of Roehampton can deliver this workshop to our schools and colleges partners on campus or at your location. To find out more contact [schoolsliasion@roehampton.ac.uk](mailto:schoolsliasion@roehampton.ac.uk).

	<b>Closing</b> (5 mins)	<u>Question Time</u> – Give students time to ask questions about other aspects of university life e.g. picking a course <u>Recap Quiz.</u> Additional resources and useful websites can be found on page 4 of the worksheet.
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