

1 October 2018



St Mary
Magdalene
Academy

Dear Parent/Carer

It was great to see those of you that were able to make it to the Year 13 Parent Information Evening last Thursday. Below are some of the key points that were covered.

Personal Statements

Students should have returned in September with a good first draft of their personal statements. We are now working on this during Guardian time, with 1-to-1 support available outside of this allocated session with our Sixth Form Tutors. Students have been asked to either visit tutors in the sixth form library, or book some time with them via email.

Internal Deadlines:

- Oxbridge, Medicine and other early entries – Students should have now submitted their personal statements for checking by the Sixth Form team, and final signing off from the Headteacher.
- All other courses – Final version of personal statement to be signed off by their Guardian by **Friday 5 October 2018**.

UCAS Online Application

As mentioned at the Information Evening, this process is a lengthy one and requires the gathering of a lot of information. Please work with your child to get this completed, and do not leave it to the last minute.

Students should register for UCAS “Apply 2019” and link their application to the school using the buzzword “**projectsmma19**”

There are various sections that need to be completed. Once this is done please tick the box “section completed” and save. Please see below key information you will need.

To Remember:

- Username
- Password
- UCAS Personal ID
- Verify your email address straightaway
- Security questions and answers

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General Information needed for the UCAS application:

- Personal Information
- Citizenship/Dual Citizenship Information
- Entry in to the UK Date (Where applicable)
- Student Support Arrangements (Home/EU Students) – for Home Tuition Fee Status – this is the name of the Local Authority you pay/your parents pay their Council Tax to (Fee Code 02)
- International Students – Private Finance (Fee Code 01) with no corresponding ‘Student Support Arrangements’ required
- Passport Information (International Students)

Academic Information needed for the UCAS application:

- GCSE Exam Subjects – results, grades and numbers where applicable, exam boards & date i.e. June 2017
- AS Exam Subjects (if students have sat a CIE examination such as Computer Science and Geography)
- A Level Subjects – Subject, Exam Board & date i.e. June 2019
- Overseas Qualifications (High School)
- Music Qualifications etc.
- Other (the list is pretty endless in UCAS Apply, so if you have something that you would like to try to enter, have a go and if you experience difficulties, no problem at all, as I can help with that when I see the students)
- Any courses students have been on in preparation for Higher Education – Taster Courses at Universities, Summer Schools etc.

Employment Information Apply 19

If students have held or currently hold a job (paid employment, they can list this in the employment section of the UCAS application – this isn’t the section for ‘Work Experience’. This should be woven in to the personal statement in terms of experiences gained as opposed to experiences simply listed.

Internal Deadlines for UCAS online application:

- Oxbridge, Medicine and all other early entries – **Friday 5 October 2018**
- All other courses – **Friday 30 November 2018**

Final UCAS Deadlines:

- Oxbridge, Medicine and all other early entries – **Monday 15 October 2018** (Sixth Form staff will be available on Saturday 13 October, 10.00 – 12.00 for any last minute queries)
- All other courses – **Tuesday 15 January 2019**

We have a much earlier internal deadline for the UCAS applications as experience tells us that the added stress that comes with university applications means that students do not prioritise their studies, and revision for the mock exams in January. If you feel like this is going to be an issue, please contact the Sixth Form office.

Oxbridge, Medicine and Early entries

Please see below the key information specific to the early entry courses.

Admissions Tests

Oxbridge Admission Tests – Where necessary, students have already been entered for the relevant entrance exams for their courses. This includes the ELAT, HSPSSA, PAT, BMAT, CAT, TSA, AMESSA and MAT. Please do contact us if you need confirmation for your child's entrance exam.

All entrance exams will be taking place at the Academy on Wednesday 31 October 2018. More information will be given directly to the students by our Examinations Officer.

Submission of work

Some Oxbridge courses ask for extra work to be submitted by the applicant. The school is not part of this process and the applicant is contacted directly by the college in question. If your child is asked to submit work, we strongly recommend getting them to speak with a subject specialist in school to identify the most appropriate piece of work to be submitted.

Please remember, this work is to be submitted by the applicant themselves, so responsibility for meeting these deadlines is up to the student.

Cambridge SAQ

Cambridge University require a supplementary application questionnaire to be submitted once the UCAS application has been sent. There is normally a very tight turnaround for this, and again, can be quite a lengthy process. It is recommended to check the Cambridge website about this to identify information that will need to be collected. E.g. Topics studied during A Levels; Digital Photograph (To meet specific resolution and file size criteria)

More information: <https://www.undergraduate.study.cam.ac.uk/applying/saq>

Deadline:

Usually Monday 22 October 2018

Mock Interviews

We have booked all Oxbridge and early entry applicants onto the **Highgate Chrysalis Interview Evening**, this will take place at **Highgate School, North Road, N6 4AY** on **Thursday 15 November**. Students should arrive and register from **4.30 pm**. **The event will run until 7.00 pm**. Students have been asked to register through the link <http://tiny.cc/interviewnominations> so that staff are aware of who they are interviewing and for which subject.

We will also be holding mock interviews with students internally, once an interview date has been confirmed.

International Universities

If your child is planning to apply to international universities, please let the Sixth Form team know about this. International universities have their own deadlines, and application procedures so it is important to inform us about this so we can provide the best support possible.

Gap Year

Please let us know if your child is planning on taking a gap year and will not be applying through UCAS for September 2019. I would still suggest for students wishing to take a gap year to still complete a personal statement while they still have the opportunity to take advantage of the support and guidance we provide at the Academy.

Apprenticeships

Level 4 and 5, Degree apprenticeships are becoming popular options for students. In most cases these can be as competitive as Russell Group University applications. Work experience is key to ensure students have an employable profile for apprenticeship providers.

The deadlines for degree level apprenticeships are ongoing, contact the Sixth Form office for more information about this process.

Careers Advice

Most students have a clear plan on what they are planning to do after A Levels. If you are finding your child is still unsure on what he/she wants to do, please encourage them to book an appointment with our Careers Advisor. Ms Jenny Daykin is a very experienced Careers Advisor and is actively taking appointments for Year 13 students. To book an appointment, students should sign up in person (Office in room 3.1) or by sending an email to jenny.daykin@smmacademy.org

Save the Date:

The next most important parent event will now be year 13 Parents' Evening on Thursday 1 November 2018 16:30 – 19:00. This is a compulsory event and is a great opportunity for you to meet subject teachers to discuss your child's progress. Students should arrange appointments with class teachers directly.

As always, please do not hesitate to contact the Sixth Form office at sixthform@smmacademy.org

Yours sincerely



Mr Shabaz Sayed
Director: Sixth Form