

# WHAT HAPPENS AFTER I APPLY?

## Considering your application

After you have applied, our Admissions staff will consider your application. If you are under 21 and meet the minimum required entry qualifications for the course, then you will be invited to interview. If you are over 21 and do not meet the minimum entry requirements you may still be invited to interview, as we recognise that sometimes students may be lacking formal qualifications, but instead have relevant professional experience.

## Interviews

We will aim to contact you via email within one month of receiving your application to let you know if you've been invited to interview. If you are successful in gaining an interview, the invitation email will give you guidance on a selection of questions that you might be asked at interview so you can prepare.

You will be interviewed by programme staff from the course you are applying to. The interview isn't about trying to catch you out – it's about figuring out whether applicants have the potential to be successful in their chosen programme of study. This interview is a chance for a genuine conversation about the programme in order to ensure you have all the information you need to make a well-informed decision about whether the course is right for you, so use this opportunity to ask questions and find out more about the course.

## After the Interview

We will aim to contact you within two weeks of your interview taking place to let you know whether we will be offering you a place. However, during busy periods it can take a bit longer.

There will be three potential outcomes:

**Conditional Offer** – We are offering you a place, provided certain conditions are met (this is usually something like requiring you to pass or achieve a particular grade in your A Levels or BTEC if you haven't yet completed it, or requiring you to undertake an enhanced DBS check).

**Unconditional Offer** - You already meet all the entry requirements for the course, and we are offering you a place.

**Rejected** – At this stage, you are not ready to study your chosen course. If you would like to know more, for example, if there is a course you could study which would then make you ready to study at degree-level, please get in touch.

## If you are made an offer

If you are made an offer, you then need to decide whether to accept it. If you've applied directly to us for a part-time course, your offer letter will include a reply slip for you to complete and return. If you've applied via UCAS then you will need to accept or decline the offer via your UCAS Hub account. UCAS has a series of deadlines for accepting offers – if you do not accept an offer by this deadline, UCAS will automatically decline the offer on your behalf.

## Once You've Accepted an Offer

If you've been made a conditional offer, then please get in touch with the University Centre to let us know when you've met the conditions of your offer. We will get in touch in the last week of August / first week of September with your welcome letter. This letter will let you know the details about enrolment, and when your course will begin.

## Enrolment

Enrolment will take place during the first week of the University Centre term. There will be a range of paperwork to complete and documentation to provide, and then you will officially begin your course. It's worth remembering that the University Centre term usually starts a couple of weeks after most schools go back in September.