



# KING JAMES'S SCHOOL

KNARESBOROUGH

UCAS/231120/JOA/SDO  
25 November 2020

Dear Parent/Carer

## POST-18 INFORMATION

Despite the many challenges we are all facing in school, the academic year gathers pace and Year 13 will inevitably be turning their attention to options following their Sixth Form qualifications. As I write this letter, the summer examination series is still going ahead, and the UCAS university application deadline is unchanged, (15 January 2021).

Everyone here who is working with the students appreciate how difficult this process has been this year. With the cancellation of careers fairs, university conventions, guest speakers and volunteering opportunities it has been a challenge to provide the 'normal' quantity of information and guidance. However, we have done our best to support students and direct them towards alternative resources.

As we move closer to the end of this term, it is imperative that those students who are planning on making a university application prioritise this process.

A reminder of the process and published deadlines :

<b>Friday 13 November 2020</b>	KJS deadline to guarantee submission before UCAS deadline.
<b>Friday 4 December 2020</b>	As the Friday 13 November deadline has already passed, students need to complete their UCAS application and pass it to their Form Tutor by this date at the latest.
<b>Friday 15 January 2021</b>	Deadline for applications to have been received by UCAS.

A completed application does not go straight to UCAS.

Once the student and Form Tutor are happy with the application it is passed to the Sixth Form office for the final administrative and quality checks. These are completed by a member of the Sixth Form team and it can take up to three working weeks before the application is sent to UCAS.

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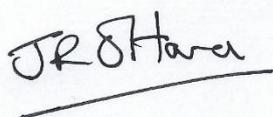
Non-UCAS applicants have been encouraged to complete a CV and draft letter of application. They will meet with their Learning Manager early in the new year to discuss their plans.

Our Careers Officer, Lucy Hazelton, is available in school to meet with any students who still require further support or guidance. It is important for students to investigate their options and take some time to establish the right pathway for them.

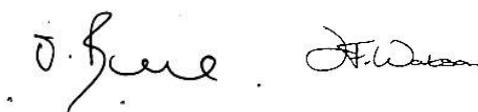
If you require any further details or information regarding the process please do not hesitate to contact us.

We appreciate your continued help and support in the application process.

Yours faithfully



**John O'Hara**  
Director of Sixth Form



**Tracy Burt & Jo Watson**  
Year 13 Learning Managers