# **Students**

#### References

- Request from teachers
- Monitor their progress

## Personal Statement

- · Write it here
- · Get it reviewed here
- · Transfer it from here to UCAS

## **UCAS** reference

Follow its progress

# Teachers

# References

- You have a list of all required references, generated by the students.
- Add or remove students from your reference list as necessary.
- · Write your references here.

# **Personal Statements**

 Students may give you access to view, and comment on, their personal statement.

# uniref

This school-wide online system will manage and organise the whole process of gathering and processing teacher references, external references, the student's personal statement and the UCAS reference. All parts of the process can be easily monitored. Administration overheads are drastically reduced, accountability is evident and the system is very simple to use.

Cost per pupil is very affordable - compares well against competitors that require a site-wide, high cost licence.



# External References

Students can add references from external sources to demonstrate extracurricular interests and achievements.

# ucas administrator

#### References

- You have full access to every student's reference collection.
- The progress of individuals, or groups of students, can be monitored in different ways.
- The progress of all reference writers can be tracked.

# Personal Statements

 Personal statements can be proof-read and edited if necessary.

## UCAS references

May be edited as necessary.

#### Data

 Students' data may be downloaded by the school, if required, before student accounts are deleted.



For each student, the personal statement and UCAS reference are easily transferred into the UCAS system. uniref ensures that these pieces of text follow the requirements laid down by UCAS for the number of characters and lines.

# **Tutors**

#### Reference

- Within your tutor group, you have full access to every student's reference collection
- Academic and non-academic references can be requested from colleagues.

# Personal Statement

Each tutee's personal statement can be read and advice offered.

### Progress

Each tutee can be closely monitored.

# UCAS Reference

 You can easily combine, edit and refine each tutee's references to make the finished UCAS reference