

The Adjustment Period 2009

What is Adjustment?

Adjustment is an **optional** period of five days for applicants who have received better results than they had expected, and have **exceeded** the conditions of their firm choice offer, to opt out of their firm choice institution and find an alternative course elsewhere. This is an important decision and therefore should not be taken lightly.

What should I consider?

If you are in this position and are considering whether or not you will want to register for Adjustment you should bear the following points in mind:

- Any contractual arrangements you have for accommodation at your current institution
- That you would need to amend your LA/SLC applications should you Adjust, which may delay your payment
- The relationship that you have made and maintained with your current institution over the application cycle, and the reasons for choosing that institution
- The possibility of no availability for accommodation at the new institution
- That if you decided that you had made a mistake at a later date, it would be unlikely that your original place would still be available and you would also have lost your accommodation

I'm interested in Adjusting – what do I do now?

If you have carefully considered the above and still wish to Adjust, you will be able to do so on UCAS Track. From 20th August, Track will display a 'register for Adjustment' link. Applicants who wish to Adjust will have a five day window for Adjustment activity, but all activity must end on 2nd September. The Track page will show the deadline that an applicant has for securing an Adjustment place.

You should be aware that once you have registered for Adjustment, your current institution will be able to see this status change. You will only be able to contact other institutions to enquire about Adjustment vacancies after you have registered for Adjustment. If you are not able to secure a place elsewhere by the end of their five days or 2nd September, whichever is sooner, you will revert back to your original choice. If you still wish to Adjust, you would then need to do this via Clearing instead. Applicants can only Adjust once, they cannot change again once they have secured another place.

How do I contact Bath Spa University?

At Bath Spa University, we will have a dedicated telephone line for Adjustment queries – you would need to contact us yourself to discuss places and should ensure that when you call our main switchboard number (01225 875875), you state that you have a query regarding Adjustment and have your UCAS personal ID number ready. Trained staff will ask if the above points have been considered and explain the process, and will also check the UCAS application. The conditions of acceptance through Adjustment, which will include a summary of the above points, will be sent to you in an email and you must respond to agree to these terms by email before Bath Spa University could confirm on UCAS Track that you have secured a place.

The subjects for which we have vacancies for Adjustment and Clearing will be published on our website by or on the 20th August, so you should check that list before making enquiries. Our opening

hours during this period will also be displayed on either the Admissions homepage or the main homepage of our website.

Where can I get more information?

More information on the Adjustment period, as well as examples of how applicants can confirm themselves whether or not they have exceeded their offer, can be found on the UCAS website: <http://www.ucas.ac.uk/resultsandnextsteps/adjustment/>

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