

> UKPASS - Opportunities for institutions and applicants



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> **Introducing UKPASS**

The online application service for all postgraduate providers in the UK.

The **UK** Postgraduate **A**pplication and **S**tatistical **S**ervice

- A central point for applicants to register and apply for taught and research postgraduate programmes (f/t, p/t and distance learning)
- A flexible and configurable on-line application service
- A means of making decisions and receiving replies
- A source of institution and national level management information
- A means of checking potentially fraudulent applications (through the UCAS Verification Unit)
- A marketing tool to raise the profile of your institution



> Key characteristics

- Completely online
- A rolling application service allowing multiple start dates
- Composed of core and institution specific data
- 'White labelled' – add your logo and institution/course questions
- Course data supplied by Graduate Prospects
- Use alongside existing application routes
- Use for all or some of your postgraduate programmes
- Available in Welsh
- Applications can be made through 3 different routes ...



UKPASS Website



Graduate Prospects



Institution's own Website



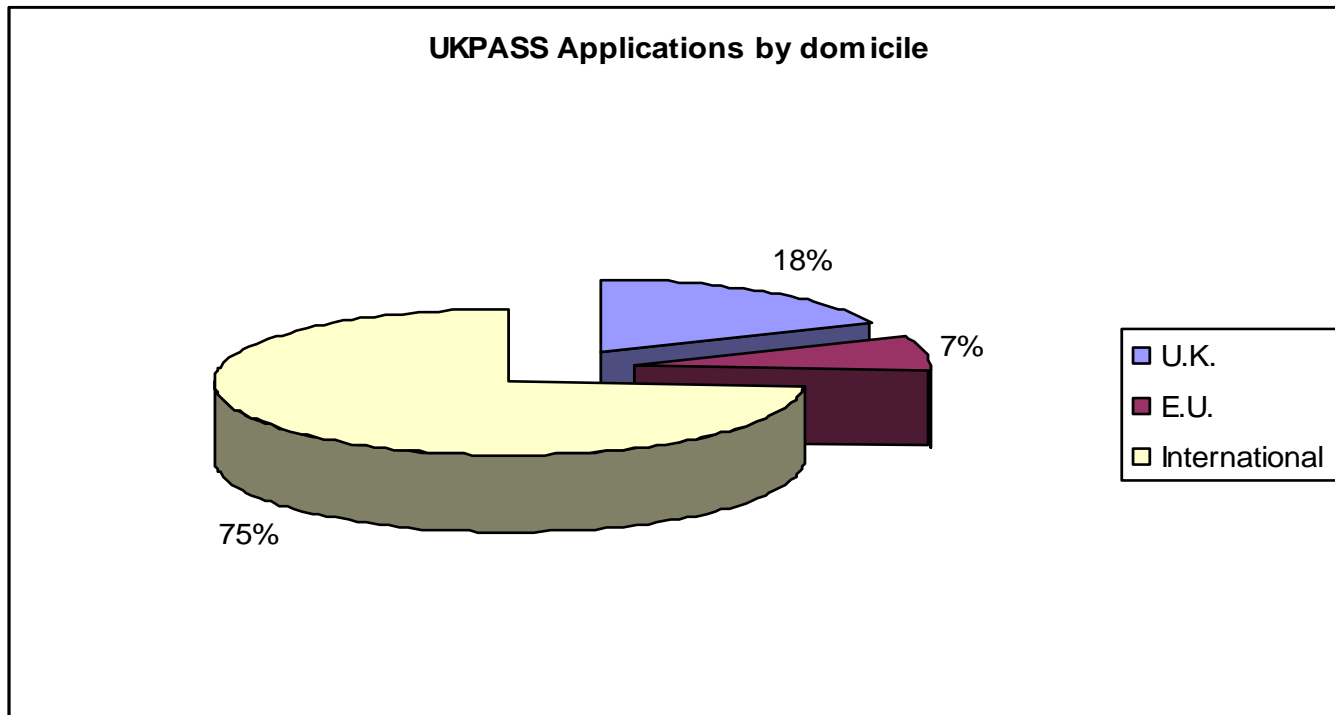
> **Enhancements Since November 2007 Launch**

The following have or will be introduced to UKPASS by January 2009

- Institution questions increased from 10 to 15
- Options to enter multiple start months/years
- Attachment size increased to 3MB
- Introduction of similarity detection by 2010
- Ability for HEI to give pre-determined answers to questions
- Introduction of an Interview decision
- Reasons for reject decision to be available
- Introduction of a PG Course Search (November 2008)

> UKPASS – where are applicants coming from?

- **International applicants** dominate the total number of applications made with a **75%** proportion.



> **Benefits for applicants**



- Online service available 24/7
- Core data captured once - avoids multiple form filling
- Answer questions relevant to chosen institution and course
- Able to send attachments as part of application
- Institution fees collected through UKPASS
- Movements on an application immediately notified by email
- Track progress and update information online at any point

> A single 'account' to manage applications



Postgraduate Admissions

[Amend personal data](#)
[New Application](#)
[Change Password](#)
[Terms and Conditions](#)
[Logoff](#)

[Cymraeg](#)

**Switch between
Welsh and
English at any
point**

Application Summary

Welcome to UKPASS, the Postgraduate Application System

Your Personal ID is **0004476924**.

**Applicants are given a unique
Personal ID to manage their
applications centrally**

Draft applications:

Application ID	Institution	Course	Status
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Submitted applications:

Application ID	Institution	Course	Status
PG01	University of Westminster	Communication	Application Submitted
PG02	University of Westminster	Communication Policy	Application Submitted



> Accurate applications – use of drop-down menus

UNIVERSITY OF WESTMINSTER

University of Westminster - Postgraduate Admissions

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Cymraeg

Personal details

Please note that changes made to your personal data will affect ALL applications you make (or have)

Title *

Gender * Male Female

First/given name(s)

Surname/family name *

Date of birth * DD MM YYYY

Where is your postal address * UK EU / Overseas British Forces Post Office (BFPO)

Postcode (UK only) *

Postal address *

Country (EU/Overseas only) *

Home telephone number

Mr
Mrs
Ms
Br
Capt
Dame
Dr
Fr
Frau
Herr
Hon
HRH
Lady
Lord
Lt
Maj
Mdm
Prin
Prof
Pte
Rev

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Cymraeg

Applicants can see details of offers and can reply immediately.

View Application ?

Application ID	Institution	Course details	Status	
PG01	University of Westminster	Education	Conditional Offer <hr/> Offer text: Conditions will be displayed here	Accept Decline Withdraw

Click on a section below to view details, or [view all and print](#)

Section	Complete?	
Personal details	Yes	View
Further details	Yes	View
Course details	Yes	View
School/High School details	Yes	View
School/High School qualifications	Yes	View

> **Benefits to institutions**

- Comprehensive core data for each application
- Tailored applications - update at any time
 - Institution and course questions – HEI can provide up to 10 pre-determined answers
 - Optional HEI application fee (collected by UKPASS)
- Online decisions and replies
- Reporting options to monitor (for example)
 - International applications through your agents
 - Competitor information – have your applicants applied elsewhere
 - HESA data in required format (xml)

> View applications and make decisions using web-link

UCAS PostGrad Web Interface - Microsoft Internet Explorer

UCAS

A40 - test5A40 - Editable Main Menu Help Log Out

Application Menu

Please select the required option:

- [Find Application](#)
- [Application List](#)

Find Application Results

records 145 - 156 of **550** records were found matching your search criteria:

Application Reference	Name ↓	Referred	Status	Modified	Course	Decision
000-040-5399 /PG04	Botham, Ian Terrence	15/02/2007	Application Withdrawn	15/02/2007	P001093	-
000-040-5399 /PG01	Botham, Ian Terrence	31/01/2007	Application Withdrawn	15/02/2007	P011120	-
000-114-1643 /PG01	Bridges, Kenny	24/04/2007	Referred	24/04/2007	P011118	-
000-040-3269 /PG03	Cantona, Eric	29/01/2007	Enrolled on Course	07/03/2007	P023583	-
000-040-6343 /PG01	Cantona, Eric	12/02/2007	Application Withdrawn	12/02/2007	P025997	-
000-040-3269 /PG02	Cantona, Eric	29/01/2007	Unconditional Offer	16/02/2007	P025726	-
000-040-3269 /PG01	Cantona, Eric	29/01/2007	Unconditional Offer	08/03/2007	P001109	-
000-040-3269 /PG04	Cantona, Eric	29/01/2007	Referred	12/02/2007	P011121	-
000-040-3269 /PG05	Cantona, Eric	01/02/2007	Unsuccessful	08/03/2007	P023580	-
000-040-2809 /PG01	Carrick, Michael	29/01/2007	Referred	25/01/2007	P020951	-
000-040-2809 /PG03	Carrick, Michael	30/01/2007	Referred	30/01/2007	P027232	-
000-040-2809 /PG04	Carrick, Michael	30/01/2007	Referred	31/01/2007	P011129	-

Previous Cancel Save Next

Click on Application Reference for Details

Unconditional offer accepted
Unsuccessful
Enrolled

> Management of application data



Application data can be exchanged by three methods:

XML - A database to database connection provided via the UKPASS xml-link product.

- Includes application management/decision processing facilities
- Enables downloading of applications and attached files

Web-link - institutions can access UKPASS via the browser based UCAS web-link product.

ODBC-link - application data can be loaded in bulk into your local management system via an 'xml' or flat file (csv) report.

Attachments are available via web-link or emailed to your nominated contact.

> Ongoing development and support.



Working with software houses

- Contact made with a range of software houses
- Ongoing consultation with Tribal and Agresso

Working with Universities and Colleges

- UKPASS to be incorporated into UCAS technical seminars
- Specific technical documentation for UKPASS

> Ongoing development and support.

Dedicated Development resource and release schedule

- Feedback through different forums
- Change Requests generated
- Release schedule implemented

Test environment

- Designated test environment and data available

Technical support

- Technical Support within the UKPASS team
- UCAS Service Desk provides 24/7 cover

> UKPASS Funding Model



Charges to HEIs for using UKPASS are based on the number of PG applications that are sent to you via the service.

A charging band is agreed with UKPASS which establishes the maximum amount charged within the financial year (a cap).

The band varies depending on the PG programmes you choose to put through UKPASS and is based on your HESA stats.

Your institution's own charging scales are available individually from the UKPASS Team.



UKPASS

> UKPASS Institutions



> Considering joining?

- Contact info@ukpass.ac.uk to arrange a visit to your institution
- See how it operates in practice - come to a free Familiarisation Day delivered by our Professional Development Officers
- Dedicated UKPASS Team to get you started



- Flexible sign up
- Use alongside existing routes
- Use for all or some of your postgraduate programmes

> **Want to know more - contact the UKPASS Team**



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Any Questions?

The logo for UKPASS, featuring a red circle with a white dot inside, followed by the text "UKPASS" in a bold, black, sans-serif font.