

HELPING YOUR MENTOR TO WRITE YOUR REFERENCE

Highdown Sixth Form –
Preparing for UCAS



Helping your mentor to write your reference

- This week we will look at the parts of the UCAS online application that you don't write
 - The Mentor reference
 - The Predicted Grades
- However, there is some advice here about how you can help your mentor, and we will also explain predicted grades

What is the purpose of the mentor reference?

- A chance to give a general assessment of your attitude to study and academic ability, including attendance
- A chance for mentor and teachers to highlight how you have gone beyond your A-Level studies, and back up ideas you have talked about in your personal statement
- An opportunity for the mentor to share any contextual information on your personal circumstances
- A way to share further academic information to support predicted grades

How does the mentor write a reference?

- Part of the process will involve your A-Level subject teachers completing a form to give the mentors plenty to say about your academic strengths in your subjects
- This is usually collected from September onwards – if you have different teachers in Year 13, your Year 12 teachers can still contribute
- However – if you have a teacher that you know is leaving in the summer, information will need to be collected from them this term
- This form will also allow your subject teachers to give a predicted grade (more on this later)
- Your mentor will collate all this information, and also add their own comments on your contributions to school life, suitability for the chosen courses, and any other relevant information

How can you help your mentor?

- Alongside this PowerPoint, there is also an attached document called 'Helping your Mentor write a reference'
- This is a chance to tell your mentor about yourself, and include ideas you were not able to include in the personal statement
- Please complete this, and send it back to your mentor
- During the year, don't be shy about telling us about fresh information – we can always email universities directly, even after the application has been sent off

Predicted Grades

- First of all, please check that you have added the subjects you are taking in the summer of 2022 in the 'Education' section of the form
- You need to put the date as '08/2022' and then select the grade 'Pending' from the dropdown box
- If you don't do this, your mentor cannot add predicted grades

What are predicted grades?

- These are an indication of your top potential at A-Level
- These will not necessarily be the 'Target Grades' that appear on school reports – these 'Target Grades' were a target based on your GCSE performance, and many of you are performing well above these!
- The Sixth Form staff will be as positive as possible – so these are not always exactly identical to 'Predicted Grades' that appear on school reports – but we will not overexaggerate – we will only give grades that you are capable of getting (even if that means you may need to put in more effort)
- We want to help you get offers from universities, and invites to interview

What are predicted grades based on?

- Usually, these are based on exam-style assessments
- In a usual year, PPEs would be a very important source of information, but so are end-of-unit tests, past-paper assessments, and other forms of ongoing teacher assessment
- So it is important you keep up with all the assignments being set

Further Reading

- <https://www.ucas.com/undergraduate/applying-university/how-get-ucas-undergraduate-reference>
- <https://www.studential.com/university/applying/UCAS-application-guide/UCAS-reference>